



eLabel Training for Hardware Providers

POIWG Face-to-Face #39
Nancy Pocklington
Cargo Mission Contract (CMC)
January 28, 2016



Agenda

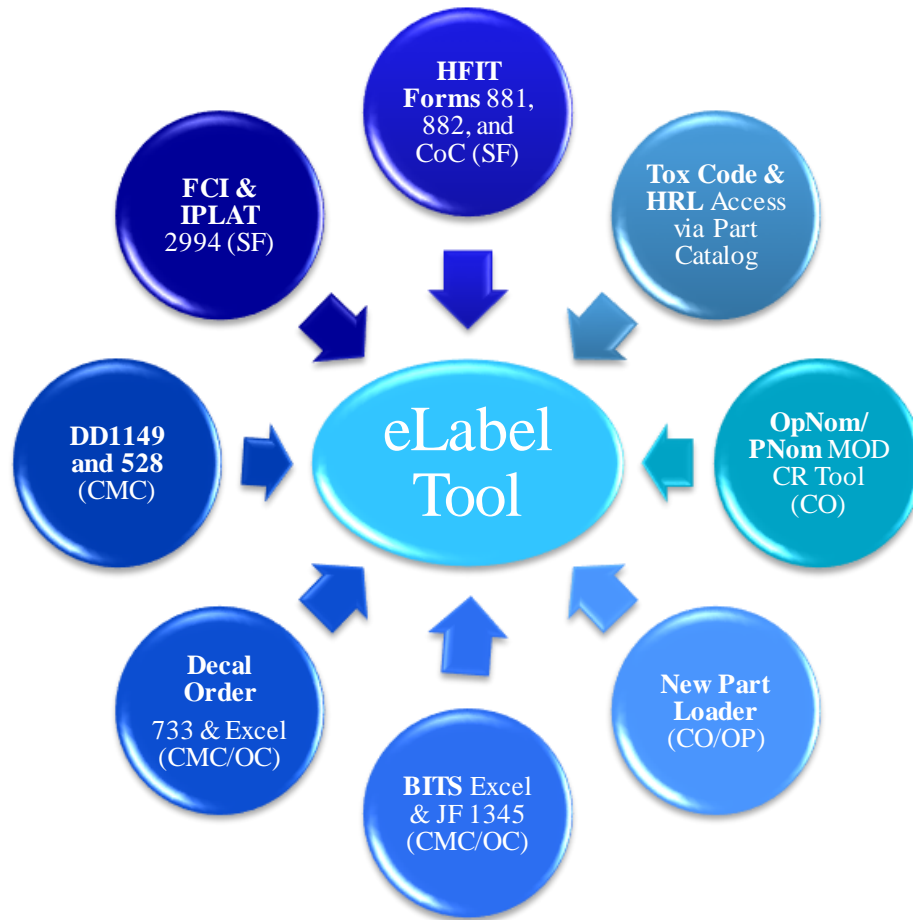


- Introduction & Access
- New Hardware Development Scenario
 - Select/Create Workspace
 - Create Project
 - Create Label Plan
 - Identify New P/Ns
 - Submit OpNom Request
 - Initiate HFIT Request
 - Submit Label Plan
 - Submit New Parts Request
 - Requirements & Label Coordination
 - Order Flight Decals
 - Install Labels & Close Verifications
- Initiating Stand-alone Requests
 - New Part Numbers, OpNoms, Non-Flight Decal Lab Orders,



Why eLabel?

Problem State



- *Multiple label processes causing confusion for HPs*
 - 7 different processes
 - Multiple Process owners
 - 10 different forms, some electronic but most paper
- *Duplication of data entry into multiple forms*
- *Difficult to track status*
- *Traceability across processes is difficult*
 - Approvals via hard copy signatures or email
 - Multiple repositories for label processing data
- *Numerous Issue Reports (IRs) related to cargo labeling*
- *Processes flight centric*



What is included in the eLabel Tool?



- Request New Part Numbers be added to the ISS Parts Catalog in MIDAS (*New Part Loader, email requests*)
- Obtain/change OpNoms/PNoms (*OpNom/ PNom MOD CR Tool*)
- Obtain Barcode exemptions (*Form JF 1345*)
- Obtain HFIT Support & Reviews (*email requests*)
 - Requirements coordination & verification
- Obtain Label Plan Approvals (*Form 2994 and email*)
 - Requirements coordination & verification
 - Coordination of label content, location, material etc.
- Obtain Approval for Changes to previously approved label plans (*Form 2994*)
- Order from the Decal Design & Production Facility (DDPF) (*Form 733*)
 - Flight and non-flight labels
 - Includes IMS Barcode and RFID decals



eLabel Tool Access (Domestic & International)



- NDC account required
 - IPs with NDC accounts have access also (same approach as eLRODS)
- New myCMC users need to request access
 - <https://mycmc.jsc.nasa.gov/>
 - Requests processed the same day (weekday)
 - Click on the “request access” link embedded in the pop-up message indicating you don’t have access
- Current myCMC users Go to eLabel Tool
 - <https://mycmc-apps-ext.jsc.nasa.gov/eLabel/>
 - Login with ndc account ID/PW
- Process Owners Reviewing/Approving Requests
 - Access groups are pre-defined by process owners.
- You are encouraged to access the tool now and provide feedback via the [Beta Discussion board](#) or via the Help button



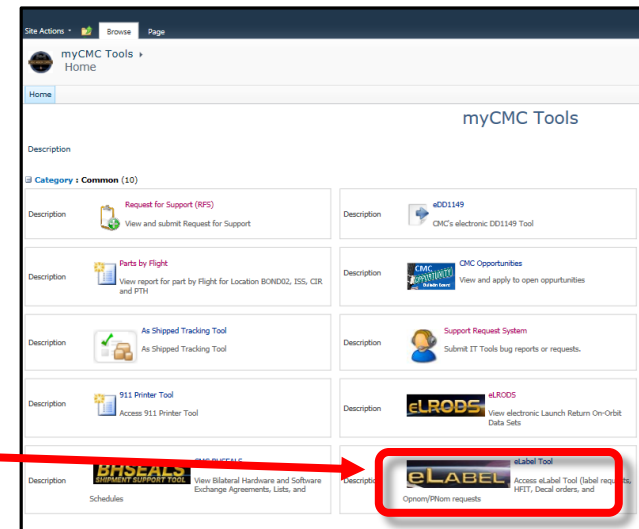
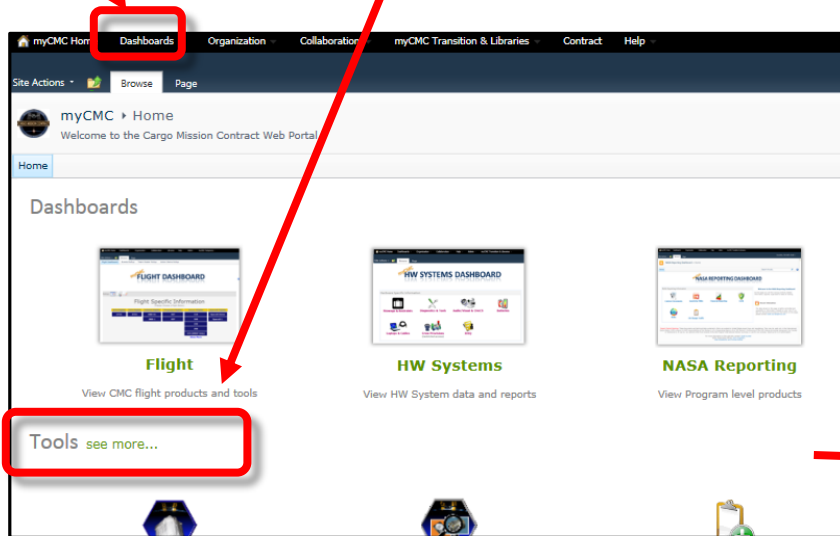
Tool Location



- myCMC Home

(<https://mycmc.jsc.nasa.gov/>) ->

Dashboards -> Tools -> Tools Quick Links



- In the future, a link will be placed on the [ISS Program Applications List](#)





eLabel Home Page



- PowerPoint training presentations posted on eLabel Home: <https://mycmc-apps-ext.jsc.nasa.gov/eLabel/>

The screenshot shows the eLabel Home Page interface. At the top, there's a banner for 'eLabel TOOL' with a space-themed background. Below the banner, a navigation bar includes links for 'Home' and 'Open BETA Discussion', along with 'Unread Notifications' and a 'Search' button. A left sidebar contains a menu with items like 'Home', 'My eLabel', 'Notifications', 'New Parts In Process', 'HMST Flight Processing', 'Search', 'Label Catalog', 'Reports', 'Help', 'Questions?', 'eLRODS', and 'myCMC Links'. The main content area features a 'CARGO MISSION CONTRACT' banner with a satellite image and the text 'Powered by: Cargo Mission Contract'. Below this is a 'Welcome to the eLabel Application Site' message. On the right, there's an 'ATTENTION' box stating that eLabel will be offline for maintenance from 04:00 AM to 04:30 AM Houston time (09:00 - 09:30 GMT/UTC). Below the attention box is a 'BETA Presentation' section with a link to open the BETA presentation. A red box highlights the 'Training Presentations' section, which lists three presentations: 'eLabel - Introduction and Overview', 'eLabel - How to Add New Parts to ISS Parts Catalog without a Label Plan', and 'eLabel - How to Order Flight Decals for Heritage HW'.



User Roles within the Tool



- Hardware Provider (HP)
- Reviewers/Evaluators – Review requests for
 - Label Plans (IPLAT/LRT)
 - Human Factors Integration Team (HFIT) Assessments
 - Operations Nomenclature/Procedure Nomenclature (OpNom/PNom)
 - Addition of New Parts to ISS Parts Catalog
 - Barcode Exemptions
 - Decal Orders



New Flight Hardware Scenario



New Flight H/W

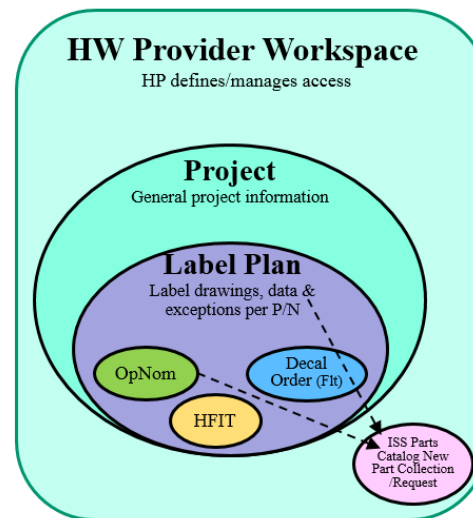
Recommended Sequence

1. Create a Workspace or open an existing Workspace
2. Create a Project
3. Create an eLabel Plan
 - Identify New Parts (*stages new parts for submission to MIDAS ISS Parts Catalog Quality Assurance*)
 - Submit OpNom Request (*nominal processing = 2 weeks*)
 - Submit Request for HFIT support (*initiates dialog with HFIT and rep. assignment*)
 - Submit eLabel Plan for Review (*initiates coordination and IPLAT rep. assignment*)
4. Verify/Submit New Parts Request to MIDAS ISS Parts Catalog Quality Assurance (*nominal processing = 2 business days*)
5. Receive Label Plan Approval
6. Submit Decal Request (*nominal processing = 30calendar days*)
7. Install Labels
8. Add Verification Data & Coordinate Closure (*coordinate with IPLAT/HFIT representatives*)



New Flight Hardware Scenario

Step 1 Create/Select Workspace





Data Security/Visibility Controlled by Workspace



What is a Workspace?

“Perimeter fence” used to restrict access to data within.

How do I control Access to my Workspace?

- HPs manage access to their data via the POC assignments within their Workspace or by using the “Add POC” button on the Workspace home page
- Access is granted when the HP identifies a POC within the workspace
- Primary and Secondary POCs are identified within each type of requests (Label Plans, HFITs, OpNoms, etc.) **Note: Only Primary and Secondary Reviewers receive email notification of status changes.**
- All POCs within a Workspace have the same permissions

Do I need to “invite Reviewers?”

No - Reviewer access is controlled by user group assignments (HFIT, IPLAT, OPNOM, etc.) identified by process owners

Recommendation

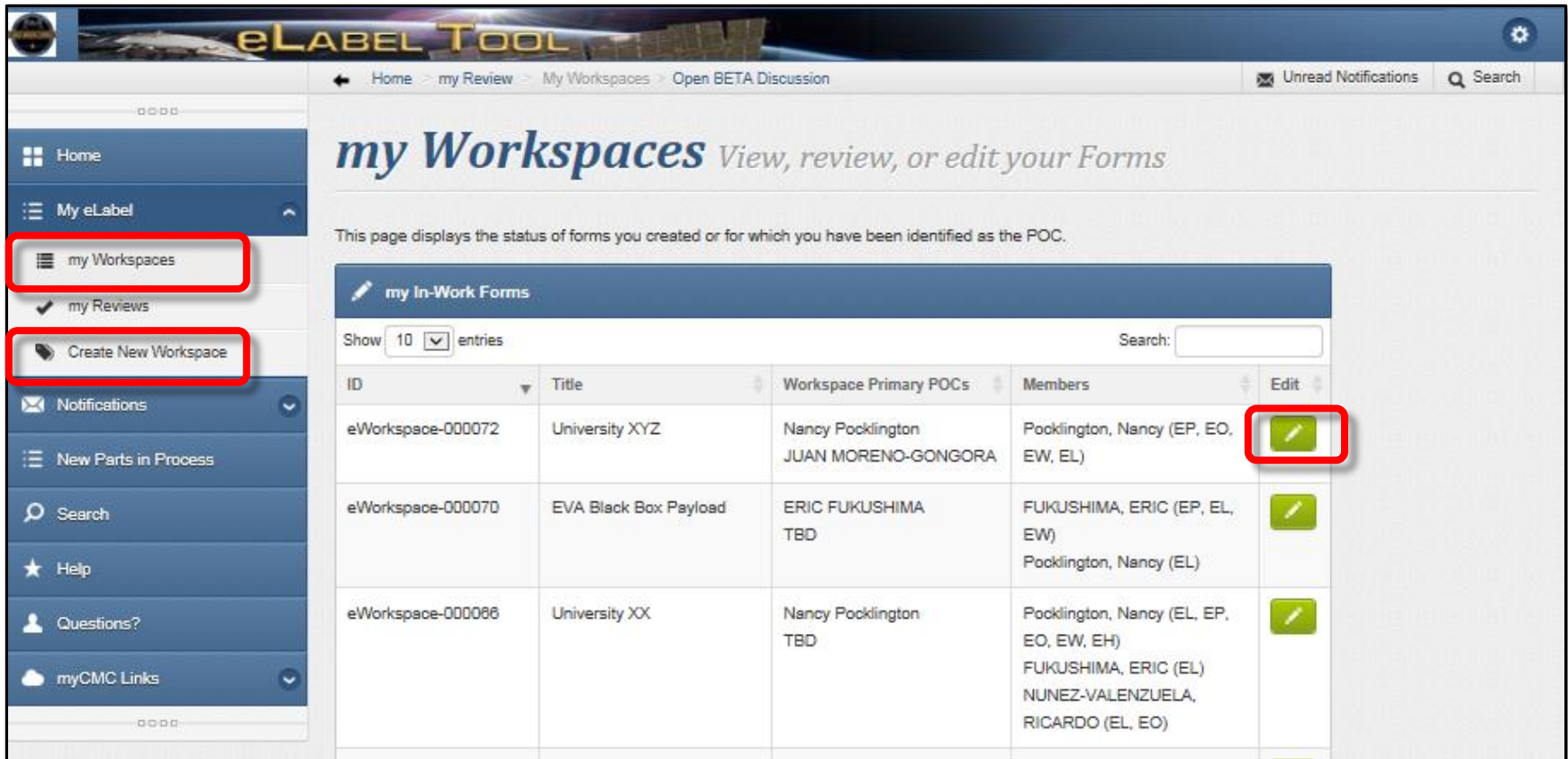
- Minimize the number of HP workspaces to minimize data entry. Data within one Workspace is not accessible by another Workspace



My Workspace



- Listing of all Workspaces you have access to
- Create New Workspace
- Edit existing Workspace 



Home > my Review > My Workspaces > Open BETA Discussion




Unread Notifications Search

my Workspaces *View, review, or edit your Forms*

This page displays the status of forms you created or for which you have been identified as the POC.

my In-Work Forms

Show 10 entries Search:

ID	Title	Workspace Primary POCs	Members	Edit
eWorkspace-000072	University XYZ	Nancy Pocklington JUAN MORENO-GONGORA	Pocklington, Nancy (EP, EO, EW, EL)	
eWorkspace-000070	EVA Black Box Payload	ERIC FUKUSHIMA TBD	FUKUSHIMA, ERIC (EP, EL, EW) Pocklington, Nancy (EL)	
eWorkspace-000066	University XX	Nancy Pocklington TBD	Pocklington, Nancy (EL, EP, EO, EW, EH) FUKUSHIMA, ERIC (EL) NUNEZ-VALENZUELA, RICARDO (EL, EO)	



Add POCs to Grant Access



eWorkspace-000066 (Editing)

My Workspace

Workspace General Info

My Projects

eLabel Plans

Human Factor Plans

Opnom/Pnom Requests

Decals Requests

New Parts to Submit

My Reports

Name: University XX ▼ Add Comments

Primary POC: Primary POC / Add Me

Secondary POC: Secondary POC / Add Me

Add POCs

My Additional POCs:

Pocklington, Nancy (EL, EP, EO, EW)

NUNEZ-VALENZUELA, RICARDO (EL, EO)

FUKUSHIMA, ERIC (EL)

Latest News:

eLabel-000087 Signature: concur (by Pocklington, Nancy V.) 10/13/2015 @ 10:30:00 PM

eLabel-000084 Signature: concur with comments (by Pocklington, Nancy V.) 10/13/2015 @ 5:10:00 PM

Monitor Access
List of all POCs with access to this Workspace

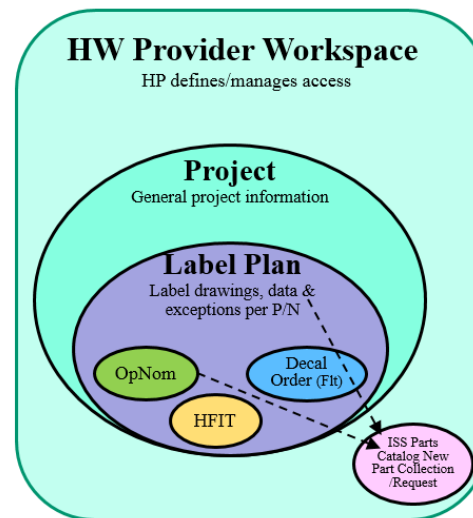
- EP – eProjects
- eL – eLabel Plans
- eH – eHFIT
- eW – eWorkspace
- etc.





New Flight Hardware Scenario


Step 2 Create a New Project

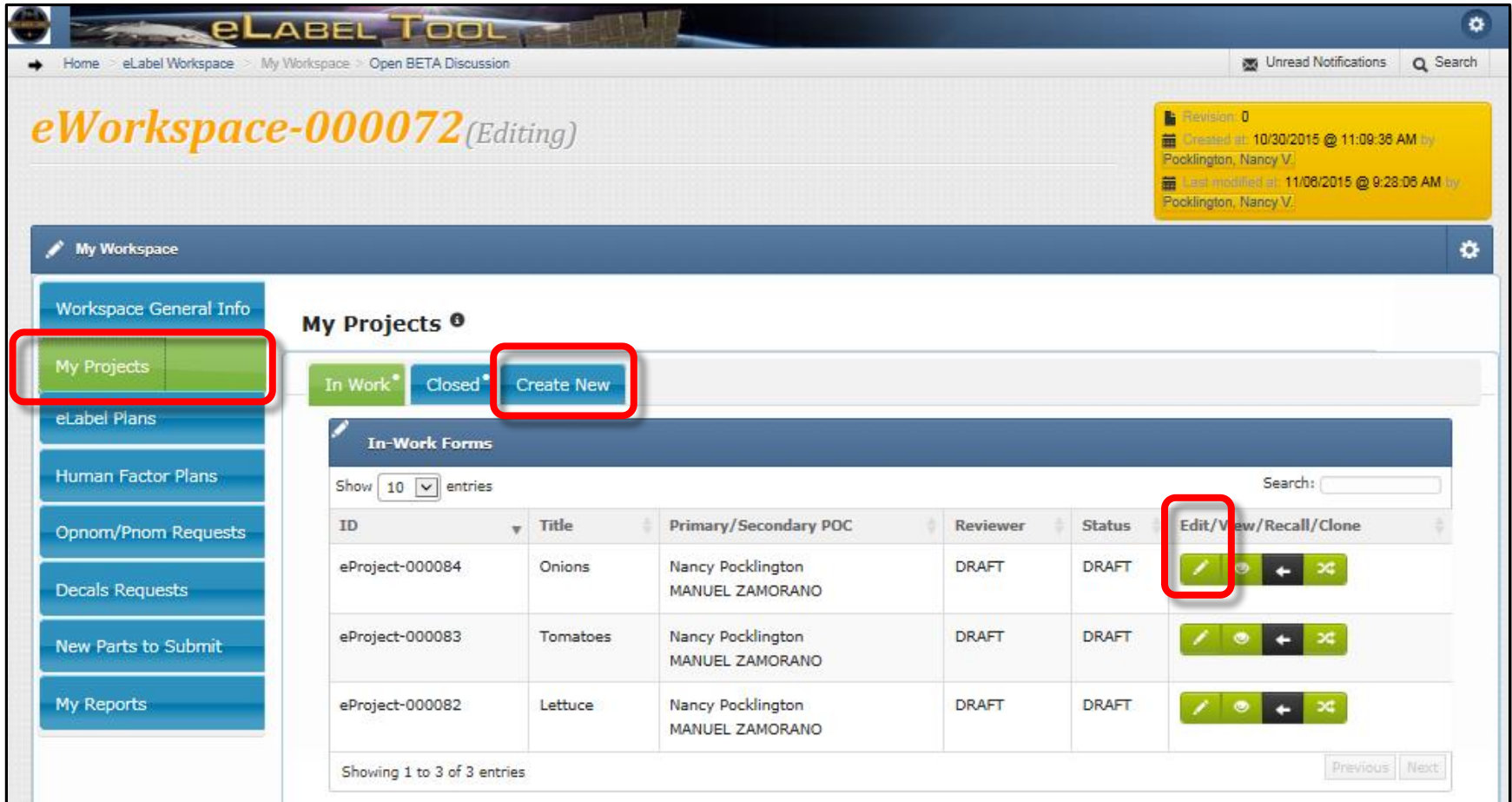




My Projects



- Listing of all Projects with the Workspace
- Create a New Project or Edit  an existing Project



eLabel TOOL

Home > eLabel Workspace > My Workspace > Open BETA Discussion

Unread Notifications Search

eWorkspace-000072 (Editing)

Revision: 0
Created at: 10/30/2015 @ 11:09:38 AM by Pocklington, Nancy V.
Last modified at: 11/06/2015 @ 9:28:06 AM by Pocklington, Nancy V.

My Workspace













- Workspace General Info
- My Projects**
- eLabel Plans
- Human Factor Plans
- Opnom/Pnom Requests
- Decals Requests
- New Parts to Submit
- My Reports

My Projects ³

In Work* Closed* **Create New**

In-Work Forms

Show 10 entries Search:

ID	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone
eProject-000084	Onions	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	   
eProject-000083	Tomatoes	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	   
eProject-000082	Lettuce	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	   

Showing 1 to 3 of 3 entries

Previous Next



Enter Project Data



- General information needed by multiple processes owners entered once
- Used to determine review/approval routing within review processes
- Minimum data required to Submit Label Plan, OpNom Request, HFIT request varies by process. Missing required data identified upon submittal. (Ex. OpNom requires much less data than a Label Request)
- **Project data can be completed/updated as the project matures**

eWorkspace-000072 -> eProject-000083 (Editing)

Revision: 0
Created at: 11/02/2015 @ 5:45:41 PM by Pocklington, Nancy V.
Last modified at: 11/05/2015 @ 9:49:10 AM by Pocklington, Nancy V.

eWorkspace-000072 -> eProject-000083

General Info **Project Info** Save
General Information Project Information Save Project

Is this Project in response to an ICD/PIRN or CR? ☐ ICD/PIRN ☐ CR ☒ N/A

Hardware (HW) Description: Hydroponic system for growing vegetables in space. Tubes, water, fertilizer, growing bags, tomato seeds

How is the H/W used? This hardware is used to grow tomato plants [Add Comments](#)

Where will the H/W be installed? galley window [View History](#) [Add Comments](#)

How does the crew interface with this H/W? The crew will manually install the hydroponic system of tubes and bags. [Add Comments](#)

Hardware nominal Operational Scenario: The crew will check the plants daily and take pictures of the seedling growth.

Does this hardware contain any biological materials? ☒ YES ☐ NO

A biological assessment is needed. Use this link to request an assessment.
<https://microbrb.jsc.nasa.gov/>

Note: Biohazard and Tox Assessment questions are courtesy reminders for the HP. These assessment processes are not part of the eLabel Tool but feed into the HRL assignment needed for Label Plan Approval.

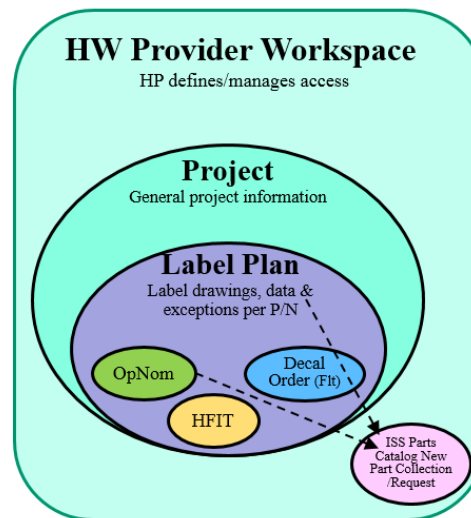


New Flight Hardware Scenario

Step 3

Create a Label Plan Request

an OpNom/PNom Request
an HFIT Request (*optional*)





Create New eLabel Plan



eLabel Plans

In-Work | **Approved** | Create New | Import Form 2994

In-Work Forms

Show 10 entries

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Refresh/Clone/Order Decals/Delete
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Refresh] [Clone] [Delete]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Refresh] [Clone] [Delete]
eLabel-000109 (eProject-000083)	Green Tomato Expansion Kit	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Edit] [View] [Refresh] [Clone] [Delete]

Multiple methods to create a new Label Plan

- Create New eLabel from scratch
- Clone another eLabel from within the Workspace
- Import from 2994
 - Data should be reviewed by HP for completeness/correctness

A project may have multiple eLabel Plans



eLabel Plan

General Info Tab



- Navigate using Tabs
- Include additional comments per line
- Data provided required for review and generation of workflow

eWorkspace-000072 -> eLabel-000109

Current Reviewer: **DRAFT**

DRAFT

Current Next Optional Rejected Approved

eWorkspace-000072 -> eLabel-000109

General Information Project Information Part Info Part Information HFIT Plans SSP57000 App C Reqs SSP 50986 Reqs Other Reqs My Review Requirements Signee Sign Off eLabel Attachments Addtl Info My Orders Decal Orders Submit Save/Submit

eLabel Primary POC:

Primary POC Add Me
Nancy Pocklington
Lockheed Martin
OC
nancy.pocklington@lmco.com
281.280.4090

Secondary POC Add Me
MANUEL ZAMORANO
Lockheed Martin
QA111
manuel.zamorano@lmco.com
281.280.4138

eLabel Plan Title: Green Tomato Expansion Kit Add Comments

Is this a heritage Label Plan? YES NO Add Comments

Has this HW been delivered via DD250? YES NO Add Comments


Is this HW sustained by Boeing? YES NO Add Comments

Requirement Documents: ☒ SSP 57000 App C ☐ SSP 500005 9.5 ☒ SSP 50986 ☒ Other Requirements View History Add Comments



eLabel Plan Project Info Tab



- Select Parent Project from within this Workspace
 - Data auto-populated from Project into Label Plan
 - Link to Project generated/embedded in eLabel
 - Project selection (parent Project/child Label Plan relationship) may not be changed
 - Project data may change over time as project matures. Most current project data can be pulled in using  button



eLabel Plan

Part Info Tab – P/Ns are the Key



eWorkspace-000072 -> eLabel-000109 (Editing)

Current Reviewer: **DRAFT**

DRAFT

Revision: 0
Created at: 11/07/2015 @ 3:08:43 PM by Pocklington, Nancy V.
Last modified at: 11/07/2015 @ 3:59:30 PM by Pocklington, Nancy V.

Current Next Optional Rejected Approved

eWorkspace-000072 -> eProject-000083 -> eLabel-000109

General Information Project Information **Part Info Part Information** HFIT Plans SSP57000 App C Reqs SSP 50986 Reqs Other Reqs My Review Requirements Signee Sign Off eLabel Attachments Addtl Info My Orders Decal Orders Submit Save/Submit

Parts Information 1

Hardware Exemptions 1

New PNom Requests 1

Flight Information For Your Parts 1

Custom Label Drawings 1

Back Next

- P/Ns are the key to traceability
- Once P/N information has been entered
 - Submit OpNom/PNom Requests Quickly
 - Review reports showing when the P/N was flown and what Barcode/RFD Labels have been previously ordered for each P/N (*see My Orders Tab above*)
 - Auto-populated into related HFITs
 - New P/Ns staged for submission to MIDAS ISS Parts Catalog Quality Assurance



eLabel Plan

Part Info Tab – Enter P/Ns

eWorkspace-000001 -> eLabel-000161

General Information Project Information **Part Info** Part Information HFIT Plans My Review Requirements Signee Sign Off eLabel Attachments Addtl Info My Orders Decal Orders Submit Save/Submit

▼ **Parts Information** ⓘ

Submit OpNom/PNom Request

	Progress	Add Label	HW Part Number	Quantity	New Part?	Part Name	Cage Code	Serialized	OpNom	New OpNom
1	None	<input type="radio"/>	00100	0		SHAMPOO, NO RINSE	21356	Yes	No Rinse Shampoo	
2	None	<input type="radio"/>	ABCDEFG	0	Yes					
3	None	<input type="radio"/>	1234567	0	No					
4				0						

- Enter P/Ns (*may copy/paste from Excel*)
- For existing P/Ns, data is auto-populated from the MIDAS ISS Parts Catalog
- Quantity represents the quantity of that HW P/N to be labeled
- **Pink Part Numbers** indicate P/N is not in the MIDAS ISS Parts Catalog



eLabel Plan



Part Info Tab – Identify New P/Ns

eWorkspace-000001 -> eLabel-000161

General Information | Project Information | **Part Info** | Part Information | HFIT Plans | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

▼ Parts Information ⓘ

Submit OpNom/PNom Request

	Progress	Add Labels	HW Part Number	Quantity	New Part?	Part Name	Cage Code	Serialized	OpNom	New
1	None	<input type="radio"/>	00100		Yes	SHAMPOO, NO RINSE	21356	Yes	No Rinse Shampoo	
2	None	<input type="radio"/>	ABCDEFG		Yes		XYZ12			
3	None	<input type="radio"/>	1234567		No					
4		<input type="radio"/>								
5		<input type="radio"/>								

- HP checks P/N for typographical errors
 - Selects New Part? = Yes
- For New P/Ns, the following are mandatory fields:
 - Part Number
 - Part Name
 - Cage Code - **Red Cage Code** indicates the value is not yet in MIDAS/ISS Parts Catalog. HP verifies value is correct and takes no further action
- New Parts = “Yes” are staged for the HP to validate and submit to MIDAS ISS Parts Catalog QA via **New Parts to Submit** (Details on submitting request are discussed later)



eLabel Plan



Part Info Tab – Submit OpNom Request

eWorkspace-000001 -> eLabel-000161

General Information | Project Information | **Part Info** | Part Information | HFIT Plans | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

▼ Parts Information ⓘ

Submit OpNom/PNom Request

	Progress	Add Labels	HW Part Number	Quantity	New Part?	Part Name	Cage Code	Serialized	OpNom	New OpNom
1	None	<input type="radio"/>	00100	5		SHAMPOO, NO RINSE	21356	Yes	No Rinse Shampoo	
2	None	<input type="radio"/>	ABCDEFGH	8	Yes	TOMATO PLANT HABITAT ENCLOSURE	XYZ12	Yes		Tomato Box Lid
3	None	<input type="radio"/>	1234567	10	Yes	TOMATO PLANT WATER RECIRCULATING PUMP	21356	No		Tomato Water Pump
4				0						

- Enter suggested New OpNom
- Submit the Request



eLabel Plan

Part Info Tab – Submit OpNom Request (cont.)

eWorkspace-000072 -> eProject-000083 -> eLabel-000113

General Information | Project Information | **Part Info Part Information** | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Parts Information

Submit OpNom/PNom Request

Search

	Labels	Add Labels	HW
1	IP	<input type="radio"/>	UNIVXYZ
2	None	<input type="radio"/>	UNIVXYZ
3			

Submit OpNom/PNom request(s)

Title: Tomato Project OpNoms for Farm Equipment

Affected Book: NASA SYSTEMS

Is this request required to support an event? ☐ Yes ☒ No

OpNom Required by: 11/30/2015

Submit OpNom/PNom Requests

OpNom requests

	Line #	New Part?	Part Number (P/N)	Part Name	Cage Code	Acronym	Current OpNom	Suggested OpNom	Comments
1	0		UNIVXYZ-001	Tomato hot house growing bag	XYZ11			Tomato Growing Bag	
2	3	Yes	UNIVXYZ-0033	Tomato Plant Investigation Growing Light	abc12			Grow Light	

- Provide a little more information (Title, etc.)
- Select Affected Book (Operations Data File)
 - Note: If the selected book is incorrect when submitted, the OpNom Reviewer/Evaluator will contact the HP with the correct book. The HP will correct the Affected Book selection and resubmit.
- Identify Need Date
 - Nominal processing = 2 weeks
 - Expedited requests will require rationale



eLabel Plan

Part Info Tab – OpNom Request Submitted

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information Project Information **Part Info** Part Information HFIT Plans SSP57000 App C Reqs Other Reqs My Review Requirements Signee Sign Off eLabel Attachments Addtl Info My Orders Decal Orders Submit Save/Submit

▼ Parts Information ⓘ

Submit OpNom/PNom Request

	Labels	Add Labels	HW Part Number	Quantity	New Part?	Part Name	Cage Code	OpNom	New OpNom	eOpNom #	HRL
1	IP	<input type="radio"/>	UNIVXYZ-001	1	<input type="checkbox"/>	Tomato hot house growing bag	XYZ11		Tomato Growing Bag	eOpNom-000099	
2	None	<input type="radio"/>	2332-10	3	<input type="checkbox"/>	TWEEZERS	21356	Tweezers			N
3	None	<input type="radio"/>	528-40874-18	2	<input type="checkbox"/>	FLIGHT PEN TURQUOISE RETRACTABLE	21356	Turquoise Retractable Flight Pen			N
4	None	<input type="radio"/>	UNIVXYZ-0033	2	Yes <input type="checkbox"/>	TOMATO PLANT INVESTIGATION GROWING LIGHT	ABC12		Grow Light	eOpNom-000099	
5											

- Submitted request for New OpNoms are highlighted in green to indicate the review is in process. (*OpNom Request ID displayed*)
- Green highlighting disappears when OpNom is available via the MIDAS Parts Catalog
- OpNom Request status may also be tracked via [Opnom/Pnom Requests](#)



eLabel Plan

Part Info Tab – Label Selection

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information | Project Information | **Part Info** | Part Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

▼ Parts Information ⓘ

Submit OpNom/PNom Request

	Labels	Add Labels	HW Part Number
1	IP	<input type="radio"/>	UNIVXYZ-001
2	None	<input type="radio"/>	233-10
3	None	<input type="radio"/>	528-0874-18
4	None	<input type="radio"/>	UNIVXYZ-0033
5			

Please enter label information.

Part Number: UNIVXYZ-001

Label Status: In Progress

	Set Addtl Fields	Label Drawing Number	Quantity	Comments	Label Name	Description
1		SDG32108325-033	1		IMS Combination Name Labels	Material: Brady; This Inventory Management System (IMS) label is available in Metalphoto (with ac
2		SDG32105720-058	2		Decals, IMS (Barcode)	Material: METALPHOTO; Adhesive: YES; This Inventory Management System (IMS) label is available on 3 or 5 mil Metalph
3		SDG32111604-001	3		Radio Frequency Identification (RFID) 4x 1Labels	This IMS label is made from printing label text onto an RFID tag. Two of the dash
4						

- IP = In Progress; Some labels have been identified
- None = No labels have been identified
- Done = Review complete by IPLAT
- For each HW P/N
 - Quantity represents the number of labels for each unit of that Hardware P/N



eLabel Plan



Part Info Tab – Label Selection (cont.)

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information | Project Information | **Part Info** Part Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

▼ Parts Information ⓘ

Submit OpNom/PNom Request

	Labels	Add Labels
1	IP	<input type="radio"/>
2	None	<input type="radio"/>
3	None	<input type="radio"/>
4	None	<input type="radio"/>
5		

Part Number: PRTFM11000 Label Status: In Progress

	Set Addtl Fields	Label Drawing Number	Quantity	Comments	Label Name	
1		SDG32108325-033	2	two labels of this type on one part number. qty 2 from label detail pop up	IMS Combination Name Labels	Material: Brady; This Inventory Management System (IMS) label is available in
2	<input type="radio"/>	SDG32112200-001	1	This is the label for the ziplock. It is added to one of the parts that will be in	Stowage Contents Label	Material: Brady; This label is used for identifying the payload hardware that has
3						

Please enter label information.

Part Number: PRTFM11000 Label Status: In Progress

SDG32112200-001

	OpNom Row 1	Part Number Row 1	OpNom Row 2	Part Number Row 2	OpNom Row 3	Part Number Row 3
1	24" x 24" Ziplock Bag	528-50000-8				

- Labels requiring information in addition to P/N and OpNom, S/N or Barcode, are identified
- NOTE:
 - Serial Numbers will be identified by the HP when the Decal Order is placed
 - Barcodes and RFIDs will be generated when the Decal Order is Submitted



eLabel Plan

Part Info Tab – Suggest Label Exemptions

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information | Project Information | **Part Info** | Part Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Parts Information

Hardware Exemptions

Add Exemption

	Part Number	Part Name	Cagecode	Exemption Type	Code/Notes	Justification
1	UNIVXYZ-001	Tomato hot house growing bag(XYZ11	XYZ11	Barcode Exemption	J-5 Zip lock bags (Individual) Bags of empty bags shall be labeled.	
2	UNIVXYZ-001	Tomato hot house growing bag(XYZ11	XYZ11	Generic Exemption	X-4 Pantry supplies: office, hygiene, towel, and napkin. Pantry items not tracked.	
3						

- **HP may suggest** exemptions (Barcode, Hazard Response, Generic, Other)
- Select predefined rationale
- Provide justification, impact of non-approval
- **Reviewer will determine whether exemption request is justified**



eLabel Plan

Part Info Tab – PNom Request

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information | Project Information | **Part Info** | Part Information | HFIT Plans | SSP57000 App C Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Parts Information ⓘ

Hardware Exemptions ⓘ

New PNom Requests ⓘ

Add New Procedure Nomenclature | Submit OpNom/PNom Request

	New Part	Part Number	Procedure Nomenclature	Part Name	Cage Code	eOpNom #	Comments
1		2332-10	Red tomato tweezers	TWEEZERS	21356		
2							

- Procedure Nomenclature (PNom)
- Select applicable part (*menu driven from Parts list already provided in Part Information*)
- Enter desired PNom
- Submit Request
- PNom Request status may be tracked via [Opnom/Pnom Requests](#)



eLabel Plan



Part Info Tab – Flight History for P/Ns

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information Project Information **Part Info** Part Information HFIT Plans SSP57000 App C Reqs Other Reqs My Review Requirements Signee Sign Off eLabel Attachments Addtl Info My Orders Decal Orders Submit Save/Submit

Parts Information ⓘ

Hardware Exemptions ⓘ

New PNom Requests ⓘ

Flight Information For Your Parts ⓘ

Refresh Flight Information

=====

	Part Number	Part Name	OPNOM	Cagecode	Flight	Phase	Serial Number	IMS Number	Qty Up	Qty Down	Tox Code	Haz Code
1	2332-10	TWEEZERS	Tweezers	21356	SpX-5	LAUNCH			1	0	N	
2	2332-10	TWEEZERS	Tweezers	21356	SpX-5	RETURN			0	1	N	
3	528-40674-18	FLIGHT PEN TURQUOISE RETRACTABLE	Turquoise Retractable Flight Pen	21356	SpX-5	LAUNCH			1	0	N	

Side Note: MIDAS reports using BITS data will obtain the same data from the eLabel tool. Transition will be transparent to users.



eLabel Plan

Initiate HFIT Requests (Optional)

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000072 -> eLabel-000109

General Information | Project Information | Part Info Part Information | **HFIT Plans** | SSP57000 App C Reqs | SSP 50986 Reqs | Other Reqs | My Review Requirements | Signee Sign Off eLabel | Attachments Addtl Info | My Orders Decal Orders | Submit Save/Submit

Will this hardware need a HFIT Review?

HFIT Name:

HFIT Linked to this eLabel Plan: [eHFIT-000042 - Green Tomato Expansion Kit HFIT](#)

Initiate the HFIT request early in the project to

- Have an HFIT Representative assigned to the project
- Receive assistance identifying applicable requirements

- Initiating HFIT request through eLabel Plan establishes parent eLabel Plan/child HFIT relationship (*allows parent project and part data to be auto-populated into eHFIT request*)
- Hot Link to newly generated created eHFIT request provided for quick access
- eLabel Plans can have multiple HFIT requests
- Request status tracked via



HFIT Request (Optional)



Minimal Data Entry – Engages HFIT Early

eWorkspace-000072 -> eHFIT-000043 (Editing)

Current Reviewer: **DRAFT**

Auto-populated from Project Auto-populated from Label Plan DRAFT

eWorkspace-000072 -> eLabel-000113 -> eHFIT-000043

General Info Project Info Part Info SSP 50835 My Review My Exceptions Signee Attachments Submit HFIT
General Information Project Information Part Information Requirements Requirements HF Exceptions Sign off HFIT Attachments Save/Submit

HFIT Name: Roma Tomato #2 HFIT

Hardware POC: Primary POC Add Me Secondary POC Add Me

Links:

Location of Hardware Review:

Required Documents: ☐ SSP 57000 ☒ SSP 50835 ☐ SSP 50005 ☐ Other Requirements

- Similar interface to eLabel Plan - different requirements
- HP can suggest required documents, requirements (optional)
- HP provides HFIT specific information and Submits
- Exit to return to parent eLabel Plan



eLabel Plan

Part Info Tab – Attach Custom Label Drawings

eWorkspace-000072 -> eLabel-000113 (Editing)

Current Reviewer: **DRAFT**

Revisions: 0
Created at: 11/08/2015 6:35:35 PM by Peckington, Nancy V.
Last modified at: 11/08/2015 6:35:37 PM by Peckington, Nancy V.

Current Next Status Optional Rejected Approved

eWorkspace-000072 -> eProject-000083 -> eLabel-000113


General Information Project Information Part Info Part Information HFIT Plans SSP57000 App C Rqqs Other Rqqs My Review Requirements Signee Sign Off eLabel Attachments Add Info My Orders Decal Orders Submit Save/Submit

Custom Label Drawings ⓘ

Document Number	Document Revision	Title	File Link	Image	Delete
SEG xxxxyyy	Baseline	Custom Label for Roma Tomato widget	Test Upload Document.docx		Remove

This drawing contains the label designed specifically for the Roma Tomato Widget.

Add File(s)

- Custom Labels are label drawings which are project specific
- In other words, if it is NOT one of the following (found in the online label catalog ) , it is considered a Custom Label.
 - Barcode label
 - RFID label
 - JSC-27260, Decal Design & Production Facility Decal Process Document And Catalog
- Each Label Drawing Dash Number should be a separate attachment



eLabel Plan



Barcode/RFID Labels Previously Ordered for P/Ns

eWorkspace-000072 -> eProject-000083 -> eLabel-000108

General Information Project Information Part Info Part Information HFIT Plans SSP57000 App C Reqs Other Reqs My Review Requirements Signee Sign Off eLabel Attachments Addtl Info **My Orders** Submit Save/Submit

Decal Orders Linked to this eLabel: No eDecal order found.

BITS (heritage information):

	HW Part Number	Part Name	Serial Nbr	Cagecode	OPNOM Req	# Copies	Label Type	Barcode Drawing #	Barcode Type	IMS Number	Smart Nbr	Status
1	00100	SHAMPOO, NO RINSE		21356	N	1	Flight	SDG32108582-008	CONTENT	00210899A	N	MOD In Work
2	00100	SHAMPOO, NO RINSE		21356	N	1	Flight	SDG32108582-008	CONTENT	999999997		
3	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32105720-001	REGULAR	00210900A	N	MOD In Work
4	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32108325-001	COMBO	00210901A	N	MOD In Work
5	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32108325-001	COMBO	999999998		
6	00100	SHAMPOO, NO RINSE		21356	N	10	Flight	SDG32105720-001	REGULAR	999999999		
7	2332-10	TWEEZERS		21356	N			-				
8	528-40674-18	FLIGHT PEN TURQUOISE RETRACTABLE		21356	N			-				

- Heritage BITS Information for each existing P/N
 - Note Tweezers and Turquoise Pen had barcode exemptions (see Part Info Tab), therefore there is no IMS barcode number was previously generated for these P/Ns



eLabel Plan



Submitting Label Plan for Review

eWorkspace-000001 -> eLabel-000169 (Editing)

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000001 -> eProject-000112 -> eLabel-000169

General Information | Project Information | Part Info | Part Information | HFIT Plans | My Review Requirements | Signee Sign Off eLabel | Attachments Add Info | My Orders Decal Orders | **Submit Save/Submit**

☒ Save as Draft or Validate and Submit Form

Submittal Notes:


Add your text here...

Send

Submittal Comments
Pookington, Nancy
Add a comment or two for the Reviewer. They can leave messages for you here too.
DRAFT
Sun Jan 17 2016 17:48:49 GMT-0600 (Central Standard Time)

Save Draft **Submit Plan**

Back

- Add notes for Reviewer and click “Send” to add comments to log
- Submit Plan
- eLabel is now in Reviewer’s queue and cannot be edited by the HP 



eLabel Plan

Work Flow & Tracking Status

ID (Parent)	Title	Primary/Secondary PO	Reviewer	Status	Edit/View/Recall/Clone/Order Decals
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Icons]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Icons]
eLabel-000109 (eProject-000083)	Green Tomato Expansion Kit	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Icons]
eLabel-000108 (eProject-000083)	Cherry Tomatoes	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD ADD VERIFICATION DATA	INPROGRESS	[Icons]

- Draft = In HP's queue Not yet submitted
- Submitted = In Reviewer's queue
- In Progress = In HP's queue (HP re-submit to send back to Reviewer)
- Label Plan approved - HP may order Decals for flight hardware
- Add Verification Data/In Progress = In HP's queue
 - HP can add evidence for verification of requirements closure & **Re-submits**
 - Or, IPLAT may elect to add evidence (*skip sending it to HP for evidence*)
- Final Signatures Received - Label Plan moves to **Approved** Tab

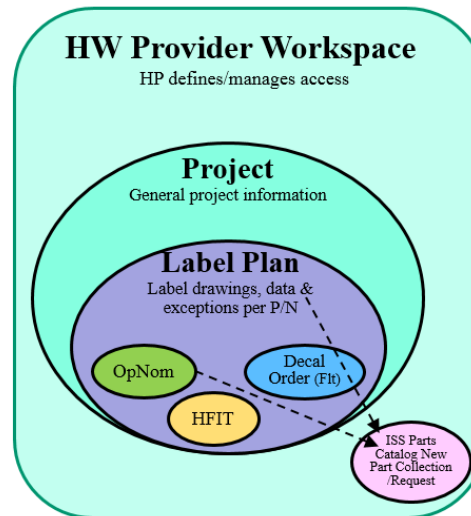




New Flight Hardware Scenario

Step 4

Request Addition of New Parts to MIDAS ISS Parts Catalog





New P/Ns Need to be Added to MIDAS ISS Parts Catalog Before...



- OpNom can be approved and loaded into the ISS Parts Catalog
- HRL can be available for the Label Plan
- Label Plan is approved for HPs to order labels from the Decal Design and Production Facility (DDPF)
- HFIT CoC can be completed



New Part Requests are Staged



- New Parts are **staged, but not submitted** when
 - New P/Ns are identified by HP eLabel or in eOpNom
 - HP directly adds parts to the list on this page

My Workspace

Workspace General Info

My Projects

eLabel Plans

Human Factor Plans

Opnom/Pnom Requests

Decals Requests

New Parts to Submit

My Reports

Pending New Parts

Save Changes

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status	MAPI Co
1	eOpNom-000096	TOMATO500	Large Tomato Seeds	XYZ12	<input type="checkbox"/>	Pending	
2	eOpNom-000096	TOMATO10	Cherry Tomato Seeds	XYZ12	<input type="checkbox"/>	Pending	
3	eOpNom-000096	TOMATO33	Tomato Storage Container	XYZ12	<input type="checkbox"/>	Pending	
4	eWorkspace-000072	TOMATO FERTILIZER SPREADER	Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
5	eWorkspace-000072	TOMATOFOOD200	Tomato Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
6	eWorkspace-000072	TOMATOPOLINATOR3	Tomato Pollinator Device	XYZ11	<input type="checkbox"/>	Pending	
7					<input type="checkbox"/>		

New Part Submitted

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status
1	eWorkspace-000072	TOMATONET200	Tomato Net	XYZ11		In Progress



HP Submits New Parts Request



- HP validates New Part information
 - Updates any P/Ns (including Temp. P/Ns) , Part Names, Cage Codes prior to submission
 - Red Cage Codes flag ISS Parts Catalog QA that Cage Code needs to be added to MIDAS
- HP controls when New Parts request is submitted
 - Check P/Ns to be submitted and “Save Changes” to submit request
- P/N is moved to “New Part Submitted” table
- When processing is complete (P/N added to ISS Parts Catalog), P/N is removed from this page

My Workspace

Workspace General Info

My Projects

eLabel Plans

Human Factor Plans

Opnom/Pnom Requests

Decals Requests

New Parts to Submit

My Reports

Pending New Parts

[Save Changes](#)

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status	MAPI Co
1	eOpNom-000096	TOMATO500	Large Tomato Seeds	abc12	<input type="checkbox"/>	Pending	
2	eOpNom-000096	TOMATO10	Cherry Tomato Seeds	XYZ12	<input type="checkbox"/>	Pending	
3	eOpNom-000096	TOMATO33	Tomato Storage Container	XYZ12	<input type="checkbox"/>	Pending	
4	eWorkspace-000072	TOMATO FERTILIZER SPREADER	Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
5	eWorkspace-000072	TOMATOFOOD200	Tomato Plant Fertilizer	XYZ11	<input type="checkbox"/>	Pending	
6	eWorkspace-000072	TOMATOPOLINATOR3	Tomato Pollinator Device	XYZ11	<input type="checkbox"/>	Pending	
7					<input type="checkbox"/>		

New Part Submitted

	Form ID	Part Number	Part Name	Cage Code	Submit	Request Status
1	eWorkspace-000072	TOMATONET200	Tomato Net	XYZ11		In Progress



Temporary P/Ns Use & Caution



- Temporary numbers (place holders) for new parts provide flexibility to submit OpNom requests for processing early in project. This allows the OpNom request to be processed, but final OpNom approval will require the final P/N to be available from the MIDAS ISS Parts Catalog.
- The eLabel tool does not distinguish temporary P/Ns from final P/Ns.
- HPs validate New Parts prior to requesting P/N addition to the MIDAS/ISS Parts Catalog. Temporary P/Ns should be updated at this point.
- If a Temporary P/N exists only in the eLabel tool (***has NOT been submitted for upload to MIDAS/ISS Parts Catalog***), changes to the P/N on the eLabel “New Parts Submit” list will be propagated throughout eLabel tool modules (eLabel, eOpNom, eDecal)

CAUTION

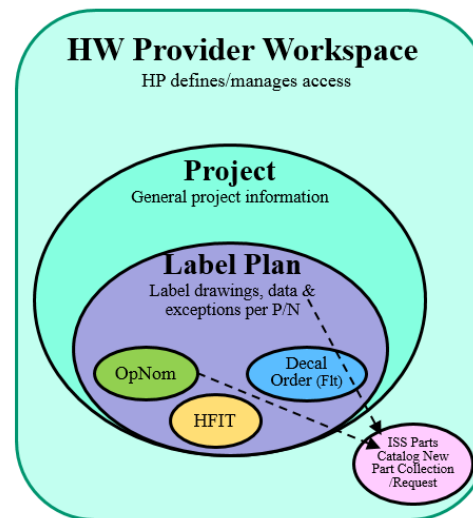
- **Changes to P/Ns after new P/Ns have been submitted to the MIDAS/ISS Parts Catalog** will result in the HP having to manually update requests containing the temporary P/N (and possibly re-submit for re-evaluation).

Avoid adding temporary P/Ns to the MIDAS/ISS Parts Catalog



New Flight Hardware Scenario

Step 5 Requirements Identification & Label Selection Coordination





eLabel Plan Request

Requirements and Labeling Plan Coordination

My Workspace

Workspace General Info

My Projects

eLabel Plans

Human Factor Plans

Opnom/Pnom Requests

Decals Requests

New Parts to Submit

My Reports

eLabel Plans

In Work* Approved* Create New* Import Form 2994

In-Work Forms

Copy CSV PDF Print

Search:

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Close/Order Decals/Delete
eLabel-000112 (eProject-000083)	Tomato Farm #3	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD POC ASSIGN	SUBMITTED	[Pencil] [Eye] [Left Arrow] [Right Arrow] [Shopping Cart] [Trash]
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Pencil] [Eye] [Left Arrow] [Right Arrow] [Shopping Cart] [Trash]
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	[Pencil] [Eye] [Left Arrow] [Right Arrow] [Shopping Cart] [Trash]

- Requirements and labeling approach for each P/Ns are evaluated by the Reviewer
- Reviewer identifies need for Barcode Exemption Request (*or concurs with HP request for exemption*)
 - NO Action Required by HP to process Barcode Exemption Request
 - IPLAT concurrence with exemption request is all that is required to start the Barcode Exemption review/approval workflow
- Reviewer may return to → HP Queue/In Progress
- HP makes updates and **re-submits** to → Reviewer for further evaluation



eLabel Plan

Requirements Coordination



eWorkspace-000112 -> eProject-000120 -> eLabel-000167

General Info General Information	Project Info Project Information	Part Info Part Information	HFIT Plans	SSP57000 APP C Reqs	SSP 50986 Reqs	My Review Requirements	Signee Sign Off eLabel	Attachments Addtl Info	My Orders Decal Orders
-------------------------------------	-------------------------------------	-------------------------------	---------------	------------------------	-------------------	-----------------------------------	---------------------------	---------------------------	---------------------------

1

	Required	Requirement Doc	Revision	Requirement	Description	ICD?	Ver Method	Non-Compliance	Comments	Closed	Verification Comments
1	<input checked="" type="checkbox"/>	SSP57000AppC	P	C.3.2	Function Considerations		R	<input type="checkbox"/>		<input type="checkbox"/>	
2	<input checked="" type="checkbox"/>	SSP57000AppC	P	C.3.3.A	Consistent rack vertical orientation		R	<input type="checkbox"/>		<input type="checkbox"/>	
3	<input checked="" type="checkbox"/>	SSP57000AppC	P	C.3.3.B	Racks rotated, label orientation with respect to required crew positions.		G	<input type="checkbox"/>		<input type="checkbox"/>	
4	<input checked="" type="checkbox"/>	SSP50986	Baseline	3.4	Identification Labeling		I	<input type="checkbox"/>		<input type="checkbox"/>	

- During the coordination process, Reviewers identify requirements which are applicable to your project
- My Review Tab
 - Contains only applicable requirements identified by Reviewer as applicable
 - Verification Comments
 - Closure Status



eLabel Plan

Label Selection Coordination

eWorkspace-000072 -> eProject-000083 -> eLabel-000109

General Info Project Info **Part Info** HFIT SSP57000 SSP 50986 Other
General Information Project Information **Part Information** Plans APP C Reqs Reqs Reqs

Parts Information ⓘ

	Progress	Adv Label	HW Part Number	Quantity	New Part?	Part Name
1	Done	<input type="radio"/>	2	5	▼	LEFT SUPPORT
2	IP	<input type="radio"/>	1	1	▼	RIGHT SUPPORT
3					▼	

- Reviewer evaluates label selections identified by HP and coordinates changes with HP
- IP = In Progress/Under Review
- Done = Labels have been reviewed and no further changes are needed to label selections for that P/N



eLabel Plan

Coordination Complete

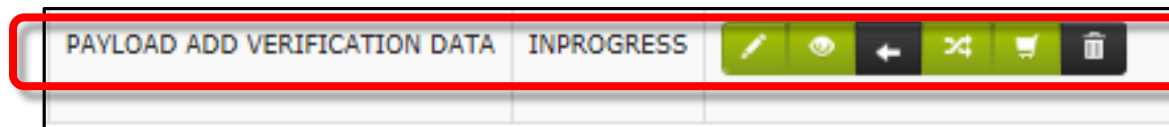


Reviewer concurs with eLabel Plan when:

- Requirements are agreed to
- Label, type, materials, placement, contents etc. are agreed to
- Drawings are released
- ISS Parts Catalog Contains
 - Part Numbers w/Cage Codes
 - Cage Codes
 - OpNom
 - HRL
 - Barcode exemption (if needed)

Decals for flight can be ordered  from this eLabel Plan when status changes to

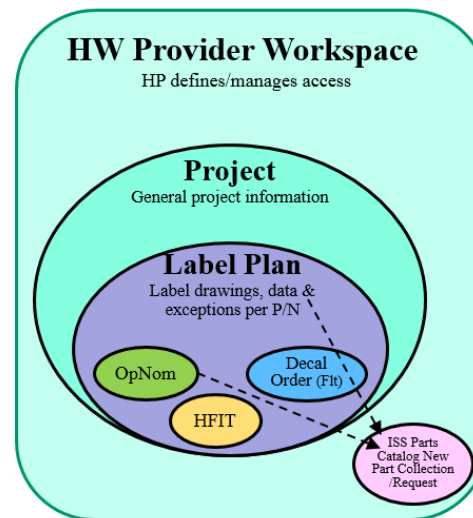
- To “... Add Verification Data” *(if HP to add verification data)*
- To “.... Verification Review” *(if IPLAT to add verification data)*





New Flight Hardware Scenario

Step 6 Order Decals (30 calendar days)





Ready to Order Flight Decals!



My Workspace

Workspace General Info

My Projects

eLabel Plans

Human Factor Plans

Opnom/Pnom Requests

Decals Requests

New Parts to Submit

My Reports

eLabel Plans

In Work Approved Create New Import Form 2994

In-Work Forms

Show 10 entries Search:

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone/Order Decals/Delete
eLabel-000111 (eProject-000083)	Beefsteak Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eLabel-000110 (eProject-000083)	Celebrity Tomato	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eLabel-000109 (eProject-000083)	Green Tomato Expansion Kit	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eLabel-000108 (eProject-000083)	Cherry Tomatoes	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD ADD VERIFICATION DATA	INPROGRESS	
eLabel-000107 (eProject-000083)	Roma Tomatoes	Nancy Pocklington MANUEL ZAMORANO	PAYLOAD EVAL	SUBMITTED	

- Click on to initiate Decal Request
- Data from Label Plan will be automatically populated into the Decal Request
- Select Order type (flight)
- Select Agency

REMINDER: Label Plan is only required to order flight decals

Set Agency and Request Type

Type of Request:

Select a request type

Agency

Select an Agency

Ok



eDecal



General Information Tab

eDecal form information

Gen Info General Information	Step 1 Custom Labels	Step 2 Load Labels	Step 3 Generic Labels	Step 4 Barcode Labels	Your Order Your Cart	Shipping Shipping Info.	Submit Save Draft/Submit
Requested By/ Organization:		Requested By/ Organization:		Secondary POC (if any):			
Job Title:							
Link to Released Drawing: (EDCC or VMDB)							
Type of Request:		Flight Hardware					
Agency		Johnson Space Center (JSC) (J)					
Requested Date:		The Decal Lab may re-negotiate the delivery dates to support ISS priorities/changes.					
(Re-)Negotiated Date:							
Negotiated Dates:							

- DDPF Requests – 30 calendar days needed for processing
- Expedited requests may be requested with appropriate rationale
- Dates may be negotiated to support ISS priorities



eDecal



Step 1 - Custom Labels

Request a custom decals/labels ⓘ

Custom Drawings (from eLabel forms) ⓘ

Attach custom decal files:

Document Number	Revision	Document Title	File Name	Delete
SEGXXX-105	Baseline	Special Label Drawing	Test Upload Document.docx	Remove

[Add File\(s\)](#)

- Custom Label drawings attached to the eLabel are carried forward to Decal Order



eDecal

Label Information



eDecal form information

Gen Info Step 1 **Step 2** Step 3 Step 4 Your Order Shipping Submit
General Information Custom Labels **Load Labels** Generic Labels Barcode Labels Your Cart Shipping Info. Save Draft/Submit

Decals/Labels Order

Label Drawing Number	Quantity	Comments	For Part Number	Label Name	Description
8DG32111623-001	2		00100	Payloads "Band" Style Polyimide Cable/Hose End Connection Label Vertical; IVA	Length: 1; Height: 2; This label is used to identify the end connections for I88 payload or GFE cables. There are three different styles to identify the cable end connections. This label is identified by the "Bandstyle". This white background with black text label is made from Polyimide material with adhesive. All text information is mirrored on the centerline. Drawing should be chosen carefully based on the center length, since cable thickness will make an impact on the overall Material Use Restrictions for this label are as follows: IVA only and Flammability.
8DG32105087	2		00100	Label, Utility Coding; IVA	Length: 3.5; Height: 11; Material: Metalphoto & Adhesive; MaterialUseRestrictions: None; Color bands and the hazard classification are not interchangeable items. Each hazard classification has a certain that identifies it.
8DG32105048-001	2		00100	Decal, Closeout and Access Panel Identifier; IVA	Length: 1.25; Height: .50; Material: Metalphoto & Adhesive; MaterialUseRestrictions: None; This label is produced from Metalphoto (with and without adhesive).
8DG32111604-001	1		00100	Radio Frequency Identification (RFID) 4x 1Labels	This IMB label is made from printing label text onto an RFID tag. Two of the dash numbers also contain a visible
8DG32105720-058	1		00100	Decals, IMB (Barcode)	Material: METALPHOTO; Adhesive: YES;

- P/Ns, label section, quantity etc. are loaded from the parent eLabel Plan loaded
- Quantities ordered may be adjusted by HP



eDecal



Data for Additional Label Fields

eDecal form information

Gen Info Step 1 Step 2 **Step 3** Step 4 Your Order Shipping Submit
General Information Custom Labels Load Labels **Generic Labels** Barcode Labels Your Cart Shipping Info. Save Draft/Submit

Input Generic Label Field Information

SDG32105048

SDG32105087

SDG32111623

	Label Number	Label Name	Quantity	Field 1	Field 2	Field 3
1	SDG32111623-001	Payloads "Band" Style Polyimide Cable/Hose End Connection Label Vertical; N/A	2			

- Enter special label field data
- Additional fields are based on label drawing attributes



eDecal



Barcode Label Fields

eDecal form information

Gen Info Step 1 Step 2 Step 3 **Step 4** Your Order Shipping Submit

General Information Custom Labels Load Labels Generic Labels **Barcode Labels** Your Cart Shipping Info. Save Draft/Submit

Input Barcode and Other Labels Information

	Show	Label Number	Label Name	Part Number	# HW Units	Part Name	Cagecode	
1	<input checked="" type="radio"/>	BDG32111604-001	Radio Frequency Identification (RFID) 4x 1Labels	00100	1	SHAMPOO, NO RINSE	21356	
2	<input type="radio"/>	BDG32105720-058	Decals, IMS (Barcode)	00100	1	SHAMPOO, NO RINSE	21356	
3	<input type="radio"/>	BDG32108325-033	IMS Combination Name Labels	00100	1	SHAMPOO, NO RINSE	21356	
4	<input type="radio"/>	BDG32108325-033	IMS Combination Name Labels	1	1	RIGHT SUPPORT	RSA00	
5	<input type="radio"/>	BDG32108325-033	IMS Combination Name Labels	2	1	LEFT SUPPORT	RSA00	

- List of labels requiring Barcodes
- Click “Show” button to see label details



eDecal



Barcode Label Fields (cont.)

Please enter additional barcode information.

Part Number: 00100 # HW Units: 1 Suffix: J

Part Name: SHAMPOO, NO RINSE Cage code: 21356

RFID Prefix: Inventory

Please contact Robert Stonestreet at 281-483-1223 for information related to RFID Prefix.

Smart Numbers? NO

IMS BC Font (Chars): 9 (35)

Barcode Information

IMS Barcode #: 123456789

NOTE: Leave IMS Barcode/Smart Number blank if you wish the system to auto-generate it when you submit your order.

	Part Number	Serial Numbers	IMS Barcode	BC p/Units	Comments	Warnings	Reorder
1	00100			1			<input type="checkbox"/>

- Rough layout of label (not to scale)
- HP provides Serial Number(s)
- Leaves “IMS Barcode” field blank to allow system to generate Barcode
- If Barcode is provided by HP (ex. to replace a decal on existing HW), the tool will validate barcode to P/N relationship
- Smart Number Barcode Capability
- RFID Prefix used to identify whether label is associated with items traced in ISS Inventory or not (Medical)



eDecal

Your Shopping Cart



eDecal form information

Gen Info Step 1 Step 2 Step 3 Step 4 **Your Order** Shipping Submit
General Information Custom Labels Load Labels Generic Labels Barcode Labels Your Cart Shipping Info. Save Draft/Submit

Your Order

Standard and Custom Labels

Copy CSV PDF Print Search:

Label Drawing #	Label Name	Quantity	Comments
No data available in table			

Showing 0 to 0 of 0 entries

Generic Labels

SDG32105048

Copy CSV PDF Print Search:

Label Drawing Number	Label Name	Quantity	Truss or Module Code and Number	Location 1	Location 2
SDG32105048-001	Decal, Closeout and Access Panel Identifier, IVA	2			

Showing 1 to 1 of 1 entries

SDG32105087

Copy CSV PDF Print Search:

Label Drawing Number	Label Name	Quantity	Color and Classification	Product Pressure Limitation
SDG32105087	Label, Utility Coding, IVA	2		

- List of Labels and field data by label type (ex. Custom, Generic , Barcode, etc.)



eDecal

Shipping Information



eDecal form information Total Order: 0

Gen Info Step 1 Step 2 Step 3 Step 4 Your Order **Shipping** Submit
General Information Custom labels Load Labels Generic Labels Barcode Labels Your Cart **Shipping Info.** Save Draft/Submit

Ship From:

Shipment Method:
☐ CMC Hand-Carry/Delivery
☐ Customer Pick-up
☐ Ship To Customer (Fedex)

Partial shipment? ☒ Add Comments

Ship To - Mark For
☐ NASA - Kennedy ☐ Wyle ☐ Boeing HPSC (Houston) ☐ KSC TOSC
☐ NASA - Marshall ☐ JAXA ☐ Boeing Huntsville ☐ Other
☐ NASA - JSC ☐ Energia ☐ Boeing KSC (Houston)

Organization 1: Add Comments

Organization 2:

Street Address:

Building/Room Number:

City:

State/Region:

- Provide standard shipping information
- HP POC receives notification when labels are shipped/ready for pick-up



Submit Decal Order



eDecal form information

Gen Info General Information Step 1 Custom labels Step 2 Load Labels Step 3 Generic Labels Step 4 Barcode Labels Your Order Your Cart Shipping Shipping Info. **Submit Save Draft/Submit**

✓ Save as Draft or Validate and Submit Form

Submittal Notes:

Add your text here...

Type comments here and hit the "Send" button below to push comments to the log at the right.

Send

Submittal Comments

Pocklington, Nancy
Add special notes or comments for the Decal Lab here.
DRAFT
Sun Jan 17 2016 19:49:45 GMT-0600 (Central Standard Time)

Back Save Draft **Submit eDecal**



Monitors Label Orders



eWorkspace-000072 (Editing)

Revision 0
Created at: 10/30/2015 @ 11:09:36 AM by Pocklington, Nancy V.
Last modified at: 11/30/2015 @ 4:48:37 PM by Pocklington, Nancy V.

My Workspace

Workspace General Info
My Projects
eLabel Plans
Human Factor Plans
Opnom/Pnom Requests
Decals Requests
New Parts to Submit
My Reports

Decal Design and Production

In Work Approved Create New

In-Work Forms

Copy CSV PDF Print Search:

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone/Delete
eDecal-000033 (eLabel-000128)	eDecal for Heritage Project 1999 Design	Nancy Pocklington TBD	DRAFT	DRAFT	
eDecal-000028	roma tomato re-order	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eDecal-000027		Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eDecal-000024	Decal Order for Roma Tomatoes	Nancy Pocklington MANUEL ZAMORANO	DECAL COORDS	SUBMITTED	

Showing 1 to 4 of 4 entries

Previous 1 Next

- View order from Decal Request List
- HP notified via email when order is shipped

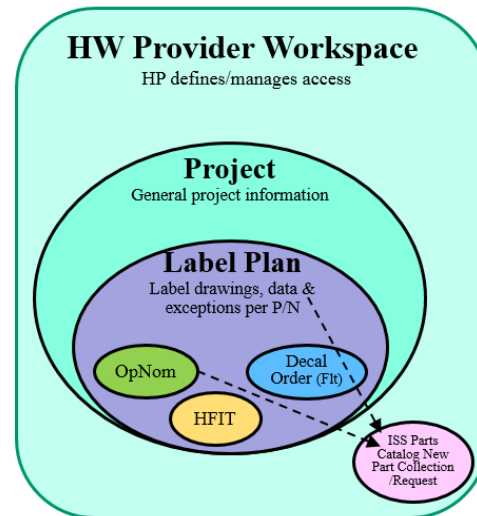


New Flight Hardware Scenario

Step 7

Install Labels

Add Verification Data & Closure





eLabel Plan



Add Verification Data & Final Approval

eWorkspace-000072 -> eLabel-000107 (Editing)

Current Reviewer: **PAYLOAD ADD VERIFICATION DATA**

PAYLOAD POC ASSIGN PAYLOAD EVAL BARCODE EXCEPTION REVIEW

BARCODE EXCEPTION APPROVAL PAYLOAD SIGNATURE PAYLOAD ADD VERIFICATION DATA

PAYLOAD VERIFICATION REVIEW

eWorkspace-000072 -> eProject-000083 -> eLabel-000107

General Information Project Information Part Info HFIT Plans SSP57000 App C Reqs Other Reqs My Review Requirements Signee Sign Off Label **Attachments** My Orders Submit

Custom Label Drawings ⓘ

Document Number	Document Revision	Title	File Link
Description/Comments			
Add File(s)			

Attach additional files:

Document Number	Document Revision	Title	File Link
Description/Comments			
Requirement SSP 50005, 9.3.1.5	Baseline	Tomato cage with labels installed	Test Upload Document.docx
Add File(s)			

- HP attaches evidence using eLabel Attachments Tab **and re-submits**
- Or
- Reviewer attaches evidence (*does not return request to HP for evidence*)
- Reviewer routes for final signatures when requirements have been closed



eLabel Plan Approved Verifications Closed







eLabel Plans

In Work **Approved** Create New Import Form 2994

Approved Forms

Show 10 entries Search:

ID (Parent)	Title	Last Reviewed By	Status	View/Revise/Clone/Order Decal
eLabel-000104	Tomato Investigation Label Plan	Pocklington, Nancy (npocklin) (11/06/2015 @ 5:44:19 PM)	APPROVED	   

Showing 1 to 1 of 1 entries Previous Next

- Approved Tab/Status = Verifications closed and final signatures received
- Moved “In Work” Tab to “Approved” Tab
- Decals may be ordered from Approved eLabel Plans at any time



Label Requirements Certificate of Compliance is Now Complete



HFIT Request Processed in Parallel with eLabel Plan



eWorkspace-000111 -> eLabel-000166 -> eHFIT-000058

General Info Project Info Part Info SSP 57000 SSP 50005 My Review My Exceptions Signee Attachments
General Information Project Information Part Information Requirements Requirements Requirements HF Exceptions Sign off Addtl Info

1

Required	Requirement Doc	Revision	Requirement	Description	ICD?	Ver Method	Non-Compliance	Comments	Closed
<input checked="" type="checkbox"/>	SSP57000	P	3.12.1.A.2	Strength Requirements - Linear Forces			<input type="checkbox"/>		<input type="checkbox"/>
<input checked="" type="checkbox"/>	SSP57000	P	3.12.2.2.B	Accessibility - Finger Access Clearance		Analysis or Test	<input type="checkbox"/>		<input type="checkbox"/>
<input checked="" type="checkbox"/>	SSP50005	F	9.3.3.2.B.4	Protective Methods		I	<input type="checkbox"/>		<input type="checkbox"/>

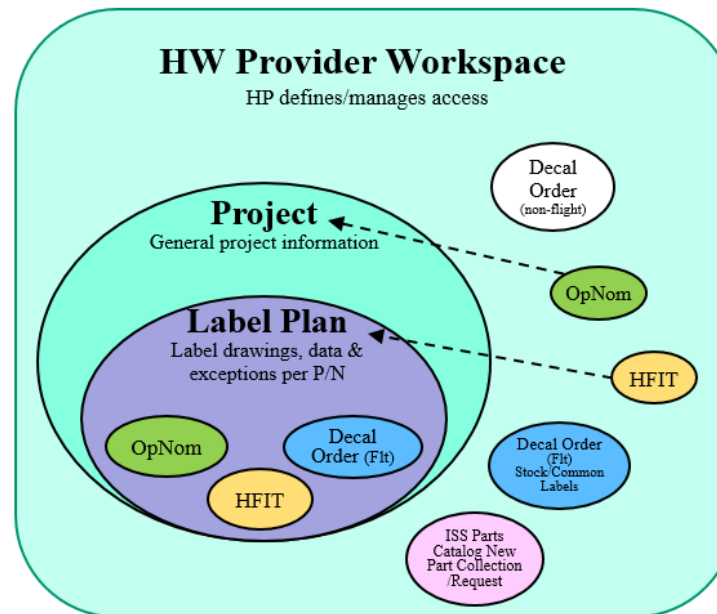
- Submitted HFIT Request Processed in Parallel with eLabel Plan Request
- HFIT Reviewer operates the rest of the process:
 - Reviewer identifies applicable requirements & non-compliance (if needed) “HFIT EVAL”
 - Reviewer “ ADDs VERIFICATION DATA” (reviews coordinated/scheduled)
 - Reviewer closes HFIT verifications
 - Reviewer identifies non-compliances (if needed) & obtains approvals
 - Reviewer obtains final signatures



HFIT Certificate of Compliance is Now Complete





Initiating Stand-alone Requests

Decal Orders, OpNom, HFIT, New Parts





Initiating Stand-alone Requests

- Decal Orders for Non Flight Hardware or Stock/Common Labels
 - Go directly to  (*no Label Plan required*)
- OpNom Requests may be initiated via 
 - A Parent Project will need to be identified upon submittal
- HFIT Requests may be initiated via 
 - A Parent eLabel will need to be identified upon submittal.
- New Parts may be initiated directly via 



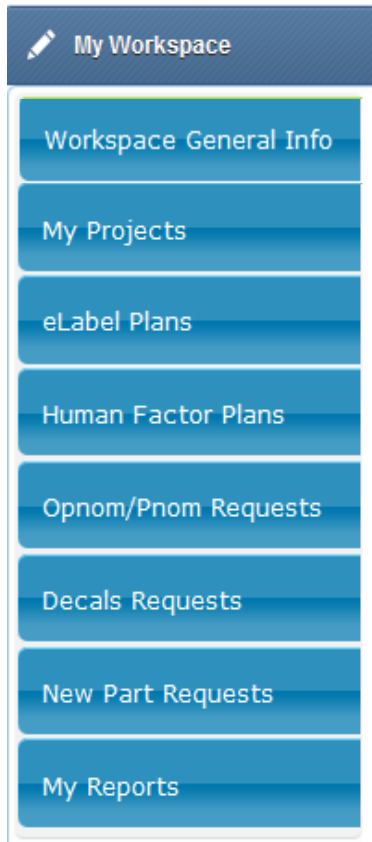
Questions?



Backup

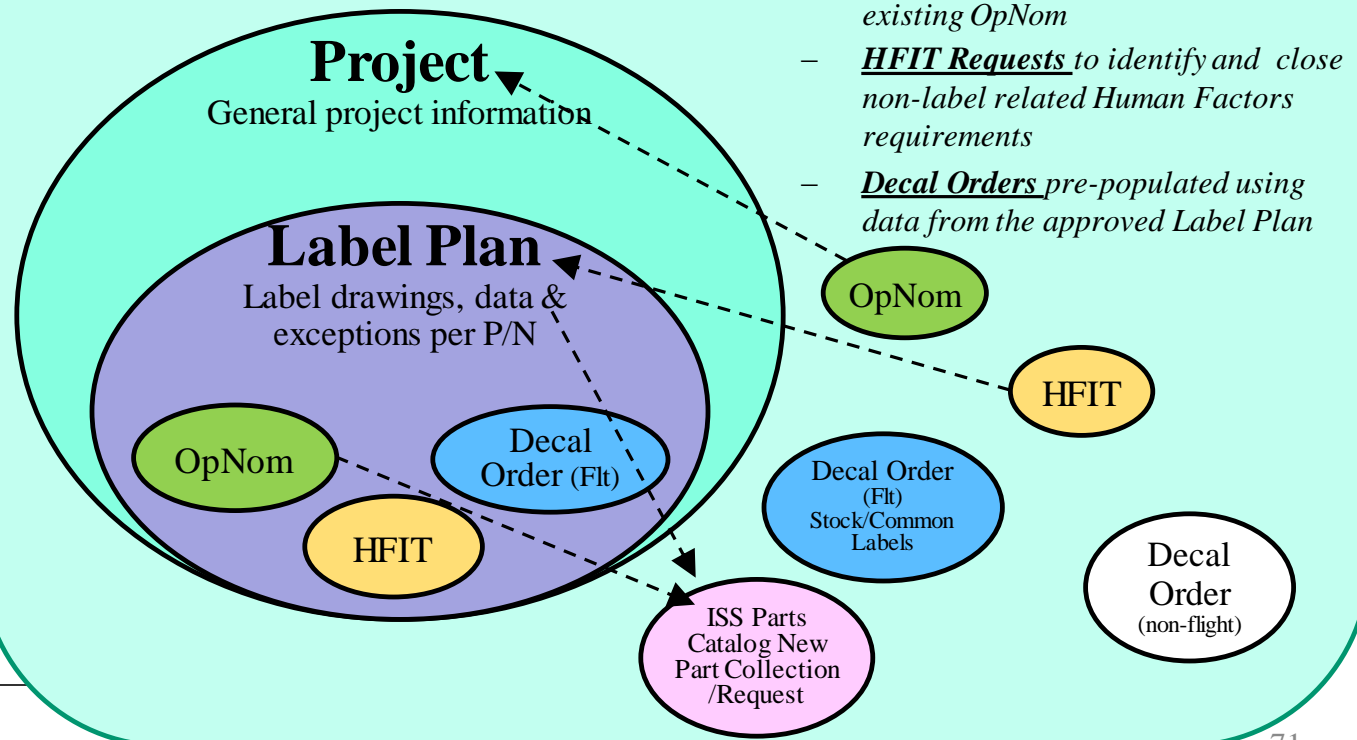


eLabel Tool Architecture



HW Provider Workspace

HP defines/manages access



- General **Project** data entered once
- **Label Plan** handles review processes for IPLAT, LRT, EVA , & barcode exemptions
P/N label details entered for label plan approval or exceptions
- EZ buttons in eLabel to initiate
 - **OpNom Requests** to obtain approval for new OpNom/PNom, or to change existing OpNom
 - **HFIT Requests** to identify and close non-label related Human Factors requirements
 - **Decal Orders** pre-populated using data from the approved Label Plan



Order Decals for Heritage Hardware



- Initiate an eLabel Plan
 - Answer “Yes” to “Is this a heritage Label Plan?”
 - Provide justification for using Heritage HW Process using one of the following methods
 - Import Form 2994
 - Attach other existing documentation
 - Or provide rationale for use of heritage process
 - Enter P/N specific label information for Labels to be ordered from DDPF
 - Submit Label Plan for approval
- FCI verifies Label Plan, ownership, and approves Label Plan request
- When approval has been received, place Decal order



POCs



- A primary Point of Contact (POC) is required for each request.
 - The primary POC can be different for each type of request (Label Plan, HFIT, OpNom, etc.)
- Primary and Secondary POCs will receive email notifications for changes in request status.
- Email notifications are sent to the email address obtained via the NASA ndc directory account lookup.





Adding POCs










My Workspace

Name: University XX



Primary POC:  Add Me 



Primary POC:

-  Nancy Pocklington
-  Lockheed Martin
-  OC
-  nancy.pocklington@lmco.com
-  281.280.4090






Secondary POC:  Add Me 



Secondary POC:

- 
- 

Primary POC:  Add Me 

Primary POC:

-  Nancy Pocklington
-  Lockheed Martin
-  OC
-  nancy.pocklington@lmco.com
-  281.280.4090

Secondary POC:  Update Secondary POC 


NDC ID:




Example: jdoe (not ndc|jdoe)
Important Field



First Name:

Last Name:

NASA Directory Search

Search with First Name (Optional): Last Name: 

Name	Email (req.)	Phone (req.)	OrgCode	
Moreno-Garcia, Fernando	femandr@jpl.nasa.gov		389H	
MORENO-GONGORA, JUAN	juan.moreno-gongora@lmco.com	281.280.4137	CD	
Moreno-Granados, Porfirio		3017735656		

Secondary POC:  Update Secondary POC 

NDC ID:

Example: jdoe (not ndc|jdoe)
Important Field

First Name:



Last Name:

E-mail:

Phone number:

NASA Org:

Company:

 Update 

1. Click here to quickly add yourself.

2. Click here to bring up the Search for a POC.

3. Enter a portion of the POC's name and search.

4. Select the POC and click Update.



Real Estate Management



The screenshot displays the eLabel Tool interface. On the left is a sidebar menu with options: Home, My eLabel, Notifications, New Parts In Process, Search, Help, Questions?, and myCMC Links. A red box highlights a toggle switch in the top left of the main content area, with a yellow callout box labeled "Show/hide Main Menu". The main content area shows the "eWorkspace-000072 (Editing)" workspace. Below this, there's a "My Workspace" section with tabs for "Workspace General Info", "My Projects", "eLabel Plans", "Human Factor Plans", and "Opnom/Pnom Requests". The "Decal Design and Production" section is active, showing "In Work", "Approved", and "Create New" buttons. Below these are "In-Work Forms" and a table with columns "Show", "ID (Parent)", and "entries". A red box highlights a toggle switch in the bottom right of the interface, with a yellow callout box labeled "Show/hide upper banner". An inset window shows a detailed view of a workspace entry with fields for "Revision", "Created at", and "Last modified at", along with buttons for "Current", "Next", "Options", "Rejected", and "Approved".

Home

Show/hide Main Menu

eWorkspace-000072 (Editing)

My Workspace

Workspace General Info

My Projects

eLabel Plans

Human Factor Plans

Opnom/Pnom Requests

Decal Design and Production

In Work* Approved* Create New

In-Work Forms

Show 10 entries

ID (Parent)

Revision: 0.060000000000000005

Created at: 11/07/2015 @ 3:04:01 PM by Pockington, Nancy V.

Last modified at: 11/07/2015 @ 7:13:02 PM by Pockington, Nancy V.

Current Next Options Rejected Approved

Show/hide upper banner

My Orders Submit



Toolbar & Navigation Icons





Label Catalog View

This page displays the labels/decals listed in the Label Catalog (JSC-27260 Rev G).

Label Catalog

Search:

Label Drawing Number	Label Name	Category	Group	Material	Needs PN	Description	Image
SDD32100397-001	Decal, Fire Hole	Utility	Crew Safety During Use, Maintenance, Replacement Activities	Lexan & Adhesive(467)†	0	Diameter Thickness: 0.74"/10 mil Material Use Restrictions: IVA Only. Flammability Fire hole decals are produced from 10 mil	



Quick Save

Save and Exit

Print This Page

Version History

View Old Versions

Refresh

Exit

Label Catalog currently contains label drawing details for the following:

- Barcode labels
- RFID labels
- JSC-27260 RevG

The eLabel tool stacks windows to navigate quickly.

Use EXIT to close current window/pop-up and return to previous window.



Request Status & Options



eLabel TOOL

Home > eLabel Workspace > My Workspace > Open BETA Discussion

eWorkspace-000072 (Editing)

My Workspace

- Workspace General Info
- My Projects
- eLabel Plans
- Human Factor Plans
- Opnom/Phnom Requests
- Decals Requests
- New Parts to Submit
- My Reports

Operations/Procedure Nomenclatures Request

In Work* Approved* Create New

In-Work Forms

Copy CSV PDF Print Search:

ID (Parent)	Title	Primary/Secondary POC	Reviewer	Status	Edit/View/Recall/Clone/Delete
eOpNom-000100 (eLabel-000108)	Tomato Project OpNoms for Farm Equipment	Nancy Pocklington MANUEL ZAMORANO	OPNOM NASA SYS	SUBMITTED	
eOpNom-000099 (eLabel-000108)	Tomato Project OpNoms for Farm Equipment	Nancy Pocklington MANUEL ZAMORANO	OPNOM NASA SYS	SUBMITTED	
eOpNom-000096 (eProject-000083)	Tomato Farm Tools System: Payloads	Nancy Pocklington MANUEL ZAMORANO	DRAFT	DRAFT	
eOpNom-000095 (eProject-000083)	Tomato support device	Nancy Pocklington TBD	OPNOM PLUTO REP	SUBMITTED	
eOpNom-000094 (eProject-000083)	OpNoms for Tomato Farm Investigation	Nancy Pocklington TBD	OPNOM PLUTO REP	SUBMITTED	

- Editable / Action Required
- Not Editable - in review workflow
- View (read only)
- Recall (if submitted but not opened by Reviewer)
- Approved to Order Decals
- Clone (Duplicates item but does not copy comments, concurrences or signatures)
- Delete



View Process Progress

- Progress bar displays review flow and detailed status. completed and pending review status.
- Date, time, and author of last modification readily available

The screenshot displays the eLabel Tool interface. At the top, the breadcrumb navigation shows: Home > my Review > Review eLabel > Open BETA Discussion. The main heading is **eWorkspace-000072 -> eLabel-000109 (Editing)**. Below this, a red box highlights the review process flow. The flow starts with 'Current Reviewer: PAYLOAD EVAL'. The process steps are: PAYLOAD POC ASSIGN (green), PAYLOAD EVAL (click to Review) (orange), BARCODE EXCEPTION REVIEW (blue), BARCODE EXCEPTION APPROVAL (blue), PAYLOAD SIGNATURE (blue), PAYLOAD ADD VERIFICATION DATA (blue), and PAYLOAD VERIFICATION REVIEW (blue). To the right, a yellow box shows revision details: Revision: 0.02, Created at: 11/07/2015 @ 3:08:43 PM by Pocklington, Nancy V., and Last modified at: 11/08/2015 @ 4:57:21 PM by Pocklington, Nancy V. Below this, a red box highlights the status bar with buttons: Current (orange), Next (blue), Optional (blue), Rejected (red), and Approved (green). A red arrow points from the 'Next' button to the revision details box. The bottom of the interface shows the breadcrumb: eWorkspace-000072 -> eProject-000083 -> eLabel-000109.



Comments



eWorkspace-000072 -> eOpNom-000096 (Editing)

Current Reviewer: **DRAFT**

DRAFT

Revision: 0
Created at: 11/08/2015 2:36:48 PM by: Pockington, Nancy V.
Last modified at: 11/08/2015 2:21:17 PM by: Pockington, Nancy V.

Current Next Status Optional Rejected Approved

eWorkspace-000072 -> eProject-000083 -> eOpNom-000096

General Info Project Info OpNom PNom Attachments Submit
General Information Project Information Information Information Attachments Save Draft/Submit

Primary POC: Nancy Pockington
Lockheed Martin
OC
nancy.pockington@lmco.com
261.280.4090

Secondary POC: MANUEL ZAMORANO
Lockheed Martin
CA111
manuel.zamorano@lmco.com
261.280.4138

Title: Tomato Farm Tools

Affected Book: ESA COLUMBUS

History

npocklin 11/08/2015 2:21:17 PM
• opaffectedBook: I am not certain the ESA Columbus book is the correct selection. Please let me know if it needs to be changed.

Is this request required to support an event? ☒ Yes ☐ No

Specify Event(s): Manifested late for SpX-8. Labels need to be ordered ASAP.

OpNom Required by: 11/12/2015

**Rationale for Expedited Request: Hardware delivery accelerated to meet SpX-8 delivery. OpNom needed to obtain Label Plan approval so that labels may be ordered ASAP.

- Comment at the line level
- Comment history maintained (author, date/time, etc.)



Attachments & Additional Info



eWorkspace-000072 -> eOpNom-000096
(Editing)

Current Reviewer: **DRAFT**

Current Reviewer: **DRAFT**

eWorkspace-000072 -> eProject-000083 -> eOpNom-000096

General Info Project Info OpNom PNom **Attachments** Submit
General Information Project Information Information Information Attachments Save Draft/Submit

Additional Attachments:

Document Number	Revision	Document Title	File Name	Delete
Add File(s)				

Additional Information:

Back Next

- Additional files and comments may be attached



Embedded Links



eWorkspace-000072 -> eLabel-000104 (Editing)

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000072 -> eProject-000083 -> eLabel-000104

General Information	Project Information	Parts Information	HFIT Plans	SSP57000 App C Reqs	Other Reqs	My Review Requirements	Signee Sign Off eLabel	Attachments Addtl Info
---------------------	----------------------------	-------------------	------------	---------------------	------------	------------------------	------------------------	------------------------

Project: **eProject-000083** [Refresh Project info](#)

Cage Code: **XYZ11**

Opens/stacks new window for direct access to view or edit the item depending its workflow state

eWorkspace-000072 -> eLabel-000104

Current Reviewer: **DRAFT**

DRAFT

eWorkspace-000072 -> eProject-000083 -> eLabel-000104

General Information	Project Information	Parts Information	HFIT Plans	SSP57000 App C Reqs	Other Reqs	My Review Requirements	Signee Sign Off eLabel
---------------------	---------------------	-------------------	-------------------	---------------------	------------	------------------------	------------------------

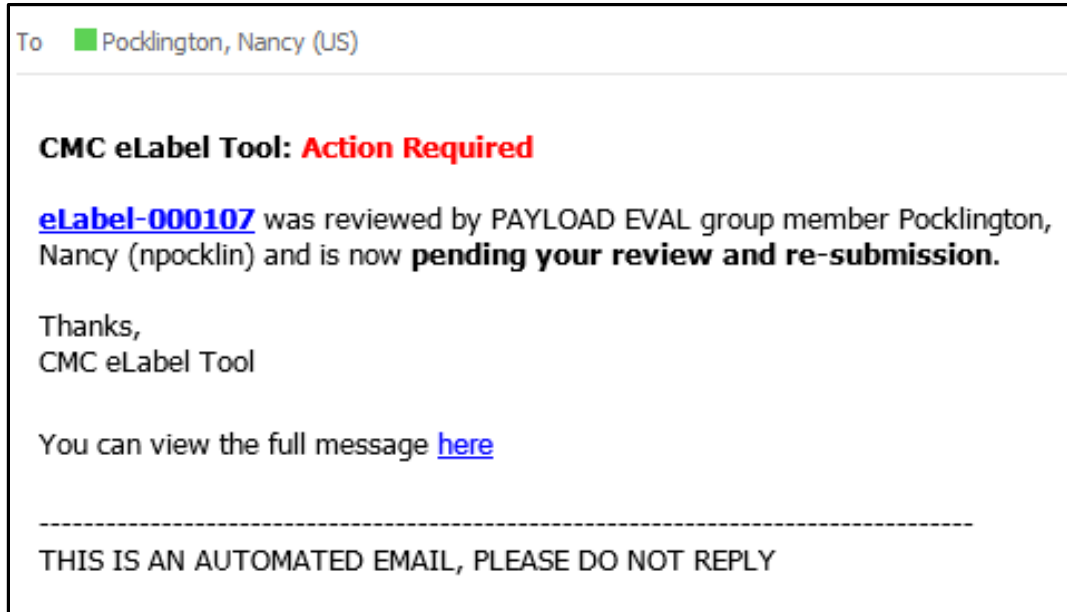
Will this hardware need a HFIT Review? **No**

HFIT Name:

HFIT Linked to this eLabel Plan: **eHFIT-000040 - Tomato Investigation HFIT Request**



eLabel Notifications



- HP/Reviewers receive notification when action is required
- Action required clearly identified in email
- Direct link to request provided



Notifications (cont.)



eLABEL TOOL

Home > my Review > My Workspaces > Open BETA Discussion

Unread Notifications Search

my Workspaces *View, review, or*

This page displays the status of forms you created or for which you have been identified.

my In-Work Forms

Show 10 entries

ID	Title	Review
eWorkspace-000072	Training Workspace	eWork
eWorkspace-000070	EVA Black Box Payload	eWork
eWorkspace-000066	University XX	eWork
eWorkspace-000065	Veggies	eWork
eWorkspace-000053	9/16 Workspace	eWork

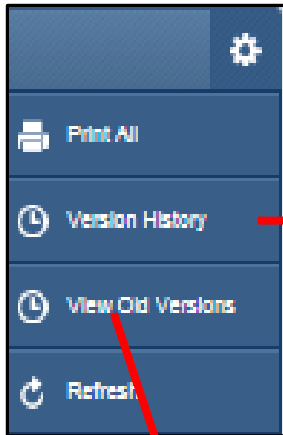
Unread Notifications

Show 10 entries Search:

Notification	Received
Pending Your Review - eLabel-000100 testing - NP- Clone of #97	10/26/2015
Pending Your Review - eLabel-000100 testing - NP- Clone of #97 was Submitted by HWP	10/26/2015
EL Submitted - eLabel-000100 testing - NP- Clone of #97	10/26/2015
EL Submitted - eLabel-000100 testing - NP- Clone of #97	10/26/2015
Pending Your Review - eOpNom-000088 Ricardo Test	10/26/2015
In Review - eOpNom-000088	10/26/2015

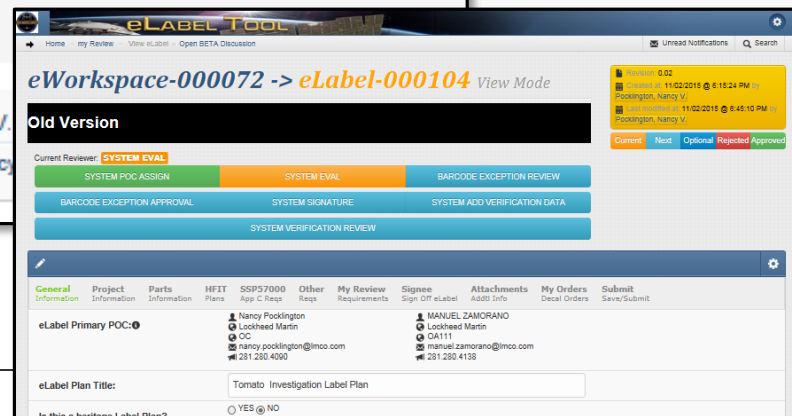
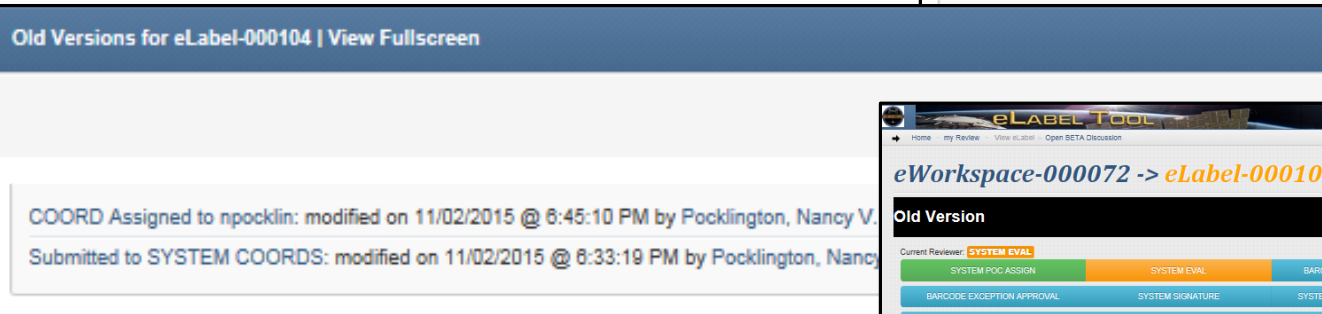
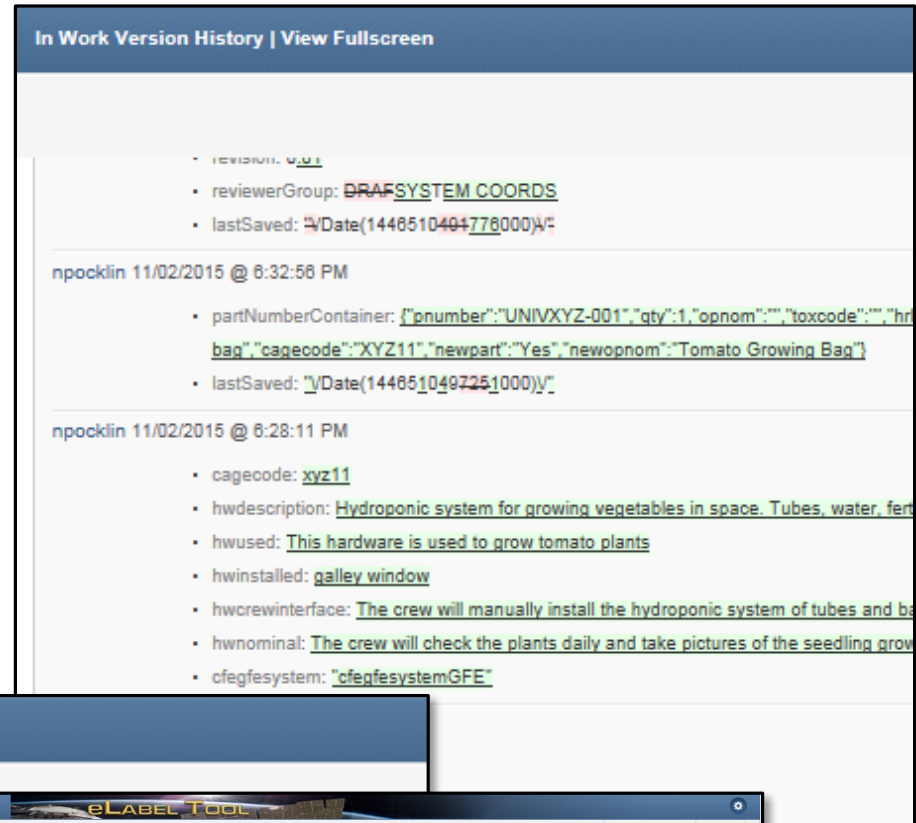


Version History



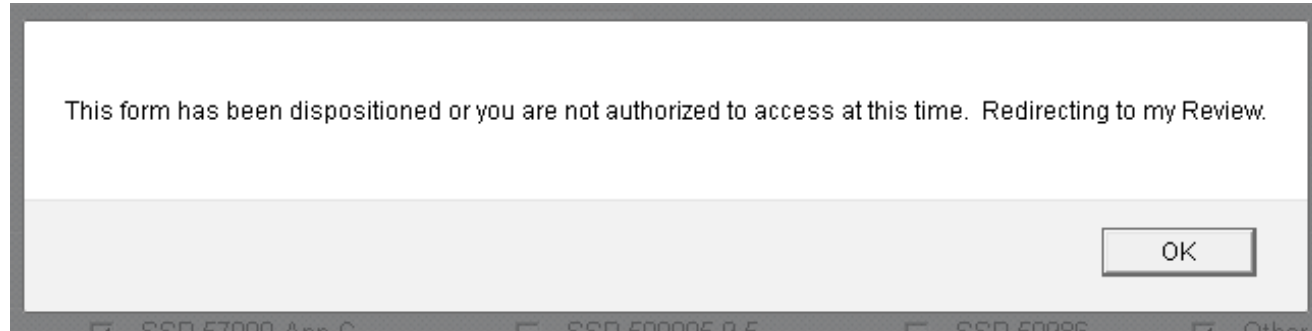
- From/To changes
- By whom & when

Old versions saved each time status is changed





Messages



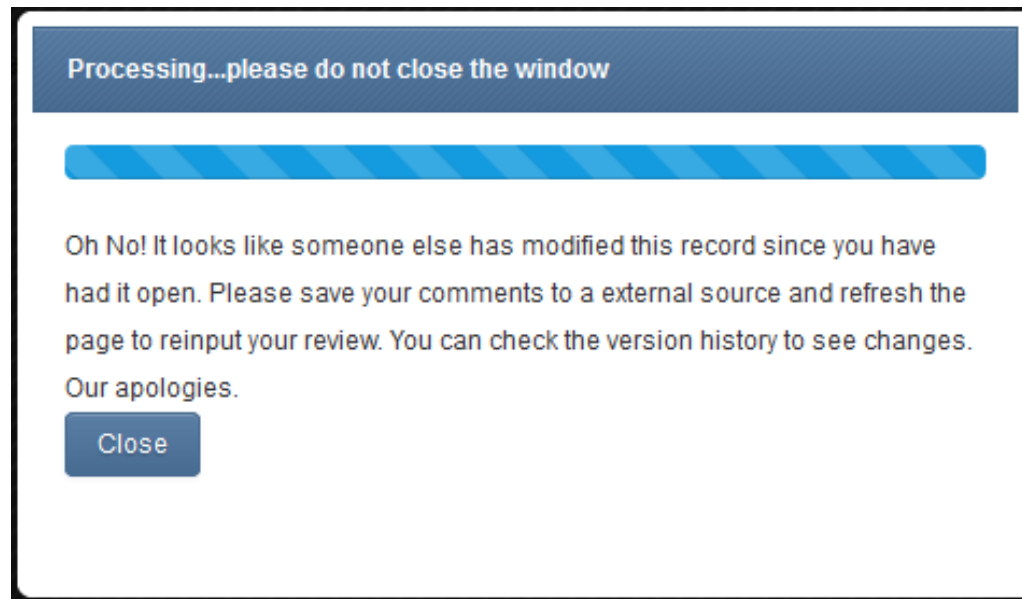
- You cannot access this request
 - As an HP, because you have submitted it for review
 - As Reviewer, it has been dispositioned (by you or someone in your review group), and is no longer in your queue



Messages (cont.)



- Access to records are on a first come, first served basis.
- Someone has saved changes to the record after you opened the record.





Additional Features Improve HP User Experience

- Clone(duplicate) and edit any project, plan or request
- Copy and paste from Excel into any table
 - Right click to delete row
 - Copy/paste from Excel
- Drag and drop files to attach
- Recall requests prior to review start
- Real time reports for
 - Historical P/N barcode/RFID data (*Testing environment uses an export from BITS*)
 - Manifest history by P/N (*Testing environment uses SpX-5 manifest data*)



Capabilities Overview



	Hardware Provider	Reviewer
Workspace	<ul style="list-style-type: none"> Control access to the Workspace 	
Project	<ul style="list-style-type: none"> Enter Basic project information once Update project data as project matures 	<ul style="list-style-type: none"> Updated project data is available to all processes/reviewers
Label Plans	<ul style="list-style-type: none"> Enter P/N specific label information Submit request for label plan approval Submit objective evidence to close Label Plan requirements 	<ul style="list-style-type: none"> Requirements coordination and verification Review/approval workflows Data pulled from existing databases to ensure consistency
Human Factors Plan	<ul style="list-style-type: none"> Easy button to initiate HFIT engagement to address non-label related Human Factors requirements 	<ul style="list-style-type: none"> Requirements coordination, and verification Exception processing & signatures Review/approval workflow Generation of CoC
OpNom/PNom Requests	<ul style="list-style-type: none"> Easy button to initiate request to update or approve new OpNom/PNoms 	<ul style="list-style-type: none"> Coordination of community review Review discourse captured in the tool Review/approval workflow
Decal Order	<ul style="list-style-type: none"> Order labels per approved Label Plan (flight labels) Adjust pre-populated order (add, delete, qty., etc.) Enter S/N and other information unique to this order Enter shipping information Order non-flight items (no Label Plan required) 	<ul style="list-style-type: none"> Flight HW requests centralized Label data from reviewed/approved Label Plan Data downloaded in proper format for processing Shipping information auto generates 1149
New Part Requests (resulting from New OpNom Requests)	<ul style="list-style-type: none"> Update P/N if temporary P/N used to initiate OpNom Request Check box when ready to submit request to have new P/Ns added to ISS Part Catalog when OpNom has been assigned 	<ul style="list-style-type: none"> Verify OpNom matches P/N Approves update for push to Parts Catalog